

Opportunity Title: Health Communications Fellowship-OASH/HHS

Opportunity Reference Code: HHS-OASH-2018-0020

Organization U.S. Department of Health and Human Services (HHS)

Reference Code HHS-OASH-2018-0020

How to Apply A complete application consists of:

- An application
- Transcripts – [Click here for detailed information about acceptable transcripts](#)
- A current resume/CV, including academic history, employment history, relevant experiences, and publication list
- Three educational or professional references
- Brief writing samples (no more than 2 samples, totaling 4 pages)

All documents must be in English or include an official English translation.

If you have questions, send an email to HHSrpp@orau.org. Please include the reference code for this opportunity in your email.

Description There is a fellowship opportunity at the Office of the Assistant Secretary for Health (OASH), Office of Communications, at the United States Department of Health and Human Services (HHS) in Washington, D.C.

The Office of the Assistant Secretary for Health (OASH), Office of Communications, is looking for a highly motivated recent graduate who is interested in public health communications and eager to contribute to a fast-paced team environment.

The ideal candidate will be a self-starter with excellent interpersonal and time-management skills, who can be highly independent and a team-player. The Assistant Secretary for Health oversees an array of offices and advisory committees, which support many initiatives, campaigns, and programs that promote the Department of Health and Human Services' public health goals. For more information, visit www.hhs.gov/ash.

The participant will be involved in a broad range of public health communications and public health external relations activities to support the Assistant Secretary for Health, Surgeon General, and the offices and advisory committees the ASH oversees.

The participant may be involved in the following projects designed to achieve the public health mission of OASH:

- Support senior-level members of the OASH Communications team in the development and implementation of communications strategies to support OASH principals, initiatives and programs (previous health topic areas have included tobacco control, vaccinations, skin cancer prevention, physical activity and nutrition, and emerging issues such as the Ebola outbreak).
- Conduct research for and help draft and edit press releases, media advisories, talking points and other communications collateral to support various OASH and Department-wide public health activities.



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- Draft written pieces for publications such as blogs as well as internal OASH communications.
- Support the OASH social media and website team leader to ensure up-to-date content is available on the OASH website, and help promote other OASH social media and web-based efforts. This could include drafting content and supporting webinars, Facebook Live events and Twitter chats.
- Assist in the overall responsibilities of the OASH Communications office. This could include monitoring the OASH media line and coordinating the responses to national and local media requests, helping track the major engagements of OASH offices and health observances, helping track the schedules of OASH principals, and supporting OASH involvement in Department-wide initiatives of HHS.

This program, administered by ORAU through its contract with the U.S. Department of Energy to manage the Oak Ridge Institute for Science and Education, was established through an interagency agreement between DOE and HHS. The initial appointment is for one year, but may be renewed upon recommendation of HHS contingent on the availability of funds. The participant will receive a monthly stipend commensurate with educational level and experience. Proof of health insurance is required for participation in this program. The appointment is full-time at HHS in the Washington, DC, area. Participants do not become employees of HHS, DOE or the program administrator, and there are no employment-related benefits.

- Qualifications**
- A graduate degree in communications and/or public health received within the last five years.
 - Strong writing, research, editing, and other communication skills.
 - Familiarity with digital, mainstream and health-focused publications.
 - Some experience with website maintenance, familiarity with social media tools such as Twitter and webinar software.

- Eligibility Requirements**
- **Citizenship:** U.S. Citizen Only
 - **Degree:** Master's Degree or Doctoral Degree received within the last 60 month(s).
 - **Discipline(s):**
 - **Communications and Graphics Design** ([6](#))
 - **Life Health and Medical Sciences** ([1](#))