

Opportunity Title: CDC Policy and Partnership Fellowship

Opportunity Reference Code: CDC-NCIPC-2021-0037

Organization Centers for Disease Control and Prevention (CDC)

Reference Code CDC-NCIPC-2021-0037

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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
- One educational or professional recommendation. Your application will be considered incomplete, and will not be reviewed until one recommendation is submitted.

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

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

Application Deadline 3/5/2021 3:00:00 PM Eastern Time Zone

Description **Applications will be reviewed on a rolling basis.*

A research opportunity is available with the Division of Violence Prevention (DVP), within the National Center for Injury Prevention and Control (NCIPC) at the Centers for Disease Control and Prevention (CDC) located in Atlanta, Georgia.

The Centers for Disease Control and Prevention (CDC) is one of the major operation components of the Department of Health and Human Services. CDC works to protect America from health, safety and security threats, both foreign and in the U.S. Whether diseases start at home or abroad, are chronic or acute, curable or preventable, human error or deliberate attack, CDC fights disease and supports communities and citizens to do the same.

The selected participant will be trained on division policy, partnership and communication activities as they relate to violence prevention on DVP's Policy and Partnerships Team (PPT). This team provides policy and partnership leadership to promote DVP public health violence prevention intervention strategies to maximize violence prevention programmatic efforts through synthesizing, translating, and applying policy, partnership and communication principles targeted to specific audiences including partners and policy makers.

Under the guidance of a mentor, the participant will be trained on general policy, partnership, and communication activities within DVP. These activities may include:

- **Legislative tracking and analysis:** The participant will benefit from being trained on tracking and analyzing legislation related to violence prevention.
- **Partnership Strategy:** The participant will benefit from being trained on how the Division of Violence Prevention Policy & Partnership Team develops and



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implements a partnership strategy for building relationships with both governmental and non-governmental partners. The participant will learn how to plan meetings, and both respond to and disseminate strategies to our partners.

- **Outreach Plan:** The participant will benefit from being trained on how to develop and implement a communications and partnership outreach plan to extend and enhance continued reach of the division's technical packages, as well as monitor uptake and impact. The participant will be trained on how to develop 1-page fact sheets for specific partners to include evidence-based strategies and interventions pulled from the technical packages.
- **Congressional Strategy:** The participant will benefit from being trained on how the Division of Violence Prevention develops and implements a congressional strategy to support violence prevention. The participant will be trained on how to gather and analyze information to inform congressional engagement.
- **Foundation Strategy:** The participant will benefit from being trained on how the Division of Violence Prevention has built a long standing relationship with the CDC Foundation. The participant will be trained on how to prepare a creative cutting-edge proposal for projects to expand the divisions work in violence prevention.
- **Public Inquiries:** The participant will benefit from being trained on how the Division of Violence Prevention Policy & Partnership Team receives and responds to approximately 600 inquiries each year. The participant will be trained on how to triage, respond to, and catalog inquiries
- **Partnerships Communications:** The participant will benefit from being trained on how to plan and prepare division products and publications notifications for partners, including communication plans, messages, and partner announcements.
- **Team Organization:** The participant will benefit from being trained on how to contribute to keeping a team running smoothly via meeting planning, relationship building, and taking advantage of attending seminars and brown bags, and how to organize team resources.

Anticipated Appointment Start Date: ~January 2021

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 CDC. The initial appointment can be up to one year, but may be renewed upon recommendation of CDC 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 CDC in the Atlanta, Georgia, area. Participants do not become employees of CDC, DOE or the program administrator, and there are no employment-related benefits.

Qualifications

The qualified candidate should be currently pursuing or have received a master's or doctoral degree in one of the relevant fields. Degree must have been received within five years of the appointment start date.

Preferred skills:

- Interests and experience in policy, partnerships, and communications
- Excellent oral and written communication skills and excellent interpersonal




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skills

- Experience and or training in conducting outreach or engaging partners, foundations, and nonprofits
- Experience or training in communicating to targeted audiences

Eligibility Requirements

- **Degree:** Master's Degree or Doctoral Degree received within the last 60 months or currently pursuing.
- **Academic Level(s):** Graduate Students, Postdoctoral, or Post-Master's.
- **Discipline(s):**
 - **Communications and Graphics Design** (2 )
 - **Life Health and Medical Sciences** (2 )
 - **Social and Behavioral Sciences** (7 )