Are you committed to health equity and social justice?

Are you interested in ensuring that health research that takes place in communities is responsive to community-identified needs and concerns?

Would you like to apply your research and project management skills to assist in a National Institutes of Health funded study?

We are seeking a coordinator for a two-year (2012-2014) NIH funded national study that will conduct case studies of community-based organizations and the processes they have established for determining whether to support or participate in health research. By studying community-based Institutional Review Boards (IRBs) and research review committees, we hope to understand the contributions they make to research ethics and integrity. Further, the study aims to develop practical products that can support communities to have greater ownership and decision-making authority for research.

Responsibilities:

• Prepare materials for conference calls, meetings and site visits (e.g., handouts, minutes).
• Coordinate logistics for conference calls, meetings and site visits (e.g., reserve conference call line, make travel arrangements).
• Travel to study partner sites to assist with data collection (study involves five sites, with the study coordinator expected to travel to most of them once during the study’s first year).
• Analyze data collected through document review, participant observation, interviews and focus groups.
• Co-author study papers, reports and other products.
• Prepare text and materials for CCPH’s webmaster to post on the study website.
• Ensure invoices and payments are processed in a timely manner (working closely with CCPH’s administrative coordinator).
• Prepare monthly activity and budget reports.
• Perform other study related duties as needed.

Qualifications:

• Two years relevant work experience required.
• A Master's degree in public health, social work or related field is preferred.
• Demonstrated experience in conducting qualitative research with preferred experience utilizing NVivo.
• Ability to be resourceful, think and write critically, and analyze complex problems.
• Ability to work independently and as part of a team.
• Strong skills in verbal, written and internet communications.
• Demonstrated interest or experience in community-engaged research, research ethics, and/or health disparities.

This contract position is intended to be full-time through August 2013 and half-time from September 2013 through August 2014. We would consider hiring two people for the position, each working part-time. Graduate students and post-docs may apply. Compensation will be commensurate with experience.

We prefer the position to be based in Seattle, WA to facilitate in-person meetings with the study principal investigator, but will consider any location in the United States. Women, people of color and LGBTQ individuals are encouraged to apply.

We encourage applicants to review the following resources prior to applying:

• These papers from our prior study, available at http://bit.ly/hjgQXV

To apply, please send your resume/CV, a brief introduction and contact information for 2 references who can speak about your qualifications and the quality of your work (no later than Friday September 14, 2012) to:

Nancy Shore, PhD
Study Principal Investigator
Senior Consultant, Community-Campus Partnerships for Health
Email: cbprstudy@gmail.com

Community-Campus Partnerships for Health (CCPH) is a nonprofit organization formed in 1997 to promote health equity and social justice through partnerships between communities and academic institutions. CCPH has over 2,000 community-based and institution-based members from across the US, Canada and a dozen other countries who are engaged in collaborative research, teaching and service. CCPH’s strategic goals are to leverage the knowledge, wisdom and experience in communities and in academic institutions to solve pressing health, social, environmental and economic challenges; ensure that community-driven social change is central to the work of community-academic partnerships; and build the capacity of communities and academic institutions to engage each other in partnerships that balance power, share resources, and work towards systems change. By mobilizing knowledge, providing training and technical assistance, conducting research, building coalitions and advocating for supportive policies, CCPH helps to ensure that the reality of community engagement and partnership matches – indeed exceeds – the rhetoric. For more information on CCPH, visit our homepage at http://ccph.info