

California State University, Fresno Foundation

RESEARCH ASSISTANT – CENTRAL CALIFORNIA PUBLIC HEALTH CONSORTIUM (CCCHHS) JOB ANNOUNCEMENT #23-500

POSITION SUMMARY:	The Central California Public Health Consortium (Consortium) is a membership organization composed of eleven Public Health Departments – Calaveras, Fresno, Kings, Madera, Mariposa, Merced, San Benito, San Joaquin, Stanislaus, Tulare, and Tuolumne Counties. The Consortium provides leadership for a regional health agenda that addresses the social determinants of health in the San Joaquin Valley and adjoining mountain communities with an aim to achieve health equity for all residents. In partnership with Central California Center for Health and Human Services at California State University, Fresno, the Consortium engages in strategic planning, training, action-oriented policy development and research to improve the quality and responsiveness of public health programs in the Central California region. This position is a part-time temporary (based on available funding) Foundation non-exempt position.
ESSENTIAL JOB FUNCTIONS:	<p>Under the supervision of the Data Scientist, the incumbent will participate in research related to healthcare sustainability, public health workforce, regional health outcomes, and trust in government public health organizations. Typical duties include, but are not limited to:</p> <ul style="list-style-type: none"> • Acquiring primary and secondary data • Survey development • Survey data analysis • Conduct regional data scans • Develop key informant interview scripts • Conduct key informant interviews • Develop focus group interview scripts • Facilitate focus groups • Participating in relevant regional Consortium meetings • Other duties as assigned
POSITION REQUIREMENTS:	<p><i>To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</i></p> <ul style="list-style-type: none"> • Requires a minimum of three years of college education, with a preference for completion of bachelor’s or master’s degree in public health or a related field. • Ability to meet deadlines in a fast-paced environment while maintaining a high level of accuracy with attention to details. • Knowledge of appropriate methods for data analyses across a range of study designs, research objectives, and sponsor/audience needs • Skills in appropriate representation of data and statistical analyses in charts, tables, and figures • Skills in conducting key informant interviews, or willingness to develop interview skills • Ability to effectively prioritize project tasks and schedules in the context of multiple projects and deliverables • High level competency and skills utilizing standard office software including Word, Excel, email, and Internet usage • Correct English grammar usage, spelling, punctuation, and proofreading • Documented ability to work well with people from various organizational levels within a given organization, as well as proven ability to work congenially and effectively with members of the general public • Excellent written and oral communications skills and the ability to work effectively with faculty, staff, and students from diverse ethnic, cultural and socioeconomic backgrounds, and the ability to work effectively in a team environment • Ability to adapt quickly to changing priorities

	<ul style="list-style-type: none"> • A history of regular attendance and positive performance evaluations • Ability to work independently • Ability to utilize a variety of project management tools, including Asana and Slack, or a demonstrated ability to learn new tools quickly.
COMPENSATION:	\$22.00 per hour
DEADLINE:	Application review begins immediately; open until filled
APPLICATION INSTRUCTIONS:	Please send a cover letter and resume to sjvphc@csufresno.edu.

*California State University, Fresno is a smoke free campus. For more information, please click <http://fresnostate.edu/adminserv/smokefree/index.html>
Employment for this position is by the California State University, Fresno Foundation. This is not a State of California position.*

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY/ADA EMPLOYER

California State University, Fresno Auxiliary Services is proud to be part of the Fresno State community. As part of the campus community, Auxiliary Services follows the CSU policy that requires all faculty, staff and students who are accessing campus facilities at any university location to be immunized (fully vaccinated) against the virus that causes COVID-19. The policy does allow for medical or religious exemption from the immunization requirement. Auxiliary Services requires all of its employees to be fully vaccinated against COVID-19 or present a medical or religious exemption and any appropriate backup documentation. Fully vaccinated is defined as having received the dose at least 14 days prior to being on boarded, if selected. Current and new employees are required to adhere to this policy by September 30, 2021 and remain in adherence after that date.