

## **Public Health Consultant – Partnering for Vaccine Equity Program**

*Remote; Up to 20 hours per week*

*October 1, 2022 – April 29, 2023*

The Public Health Consultant will work within the CDC Foundation's Infectious Diseases Federal Program team to support community-based organizations' (CBO) programmatic needs and provide targeted, individualized support.

The consultant will be independently responsible for the following activities and deliverables:

- Review CBO reports and assist with qualitative data monitoring, response, and evaluation.
- Follow-up with CBOs to provide needed resources including (but not limited to) Learning Community and Vaccine Resource Hub navigation support.
- Create or curate CBO capacity building tools and resources, including geographically targeted data and vaccine comparison data.
- Support CBOs in expanding their current scope of work to include adult vaccinations.
- Administrative and operational assistance to support the Infectious Diseases Department's *Partnering for Vaccine Equity* program.

### **Skill Set Desired**

1. Bachelor's degree required; in-progress or completed Master's in Public Health degree preferred
2. Proficiency in use of Microsoft Office Suite, with advanced proficiency in Microsoft Excel
3. Ability to collect, organize, analyze, and disseminate significant amounts of information with attention to detail and accuracy
4. Demonstrated ability to work independently and within teams in a positive, culturally aware and professional manner
5. Experience with data visualization software such as Power BI, Tableau, Smartsheet, or R Shiny
6. Experience working in a virtual environment with remote partners and teams
7. Experience working with state, tribal, local, or territorial health departments or community-based organizations preferred
8. Experience providing individualized technical support over phone or video-conferenced meetings preferred

\*This consultancy is contingent upon funding received from the Centers for Disease Control and Prevention.

**Please send a resume/CV and cover letter to:**

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