

**DEPARTMENT OF EPIDEMIOLOGY
GRADUATE STUDENT ASSISTANT
POSITION ANNOUNCEMENT
WINTER 2018**

Position Title: Research Assistant
Supervising Faculty: Janet Baseman
Employment Period: winter quarter, 2018
Hours/FTE: 20 hrs. / 50% FTE

This position is open to School of Public Health PhD, MPH, and MS students.

Position Description:

The Best Starts for Kids (BSK) Adolescent Health and Immunization Improvement Program (AHIP) aims to increase health care provider endorsement of recommended adolescent vaccines, reduce obstacles to vaccination access and improve adolescent vaccination coverage in King County. To support these goals, AHIP is providing the leadership and expertise to build and facilitate evidence-based quality improvement processes in an Improvement Partnership with Public Health – Seattle & King County, health care and school-based provider organizations and community-based partners. The Department of Epidemiology is looking to hire a Research Assistant to work on this project.

Duties and Responsibilities:

The RA will support the project team through the following activities:

- conduct a landscape assessment of national Improvement Partnerships activities focused on improving immunization coverage, including key objectives, measures, tools, resources and findings;
- create an inventory of quality improvement activities (trainings, activities, materials, etc.) that aim to change healthcare practice around adolescent vaccination and improve immunization coverage that includes extraction of key indicators, data sources, implementation methods, and outcomes for each activity;
- assist in developing project charter agreements with participating health care providers and organizations;
- serve as liaison between project stakeholders;
- organize and schedule regular project meetings, including development of agenda;
- assist the project communications team in development of marketing and recruitment materials; and
- maintain detailed project management and methods documentation.

The RA will also be expected to attend weekly team meetings, work with project partners across King County, assist in preparation of reports, and support other project activities as needed.

Required Experience, Knowledge, and Skills:

- Excellent verbal and written communication skills in English
- Strong organizational and critical thinking skills
- Highly organized
- Demonstrated ability to work well in a team environment
- Motivation and ability to work independently
- Strong interpersonal skills

Desired Experience, Knowledge, and Skills:

- Prior experience in evaluation research
- Prior experience conducting systematic literature reviews or landscape assessments
- Interest in quality improvement partnership approaches (including implementation science and/or organizational change research)
- Prior experience working in a local health jurisdiction or public health agency setting

Minimum Education Required:

- Current Master's student

Eligibility:

- Must be in a PhD, MPH, or MS program in the School of Public Health
- Must be a matriculated student during the employment period stated above
- Must be registered for at least 10 credits

Salary:

This is an Academic Student Employee (ASE) position governed by the UAW Contract and paid in accordance with 2017-18 Regular Salary Schedules.

Tuition: This position includes a tuition waiver.

Benefits: This is a benefits eligible position. For details about Graduate Appointee Insurance (GAIP), visit <http://www.washington.edu/admin/hr/benefits/insure/gaip/>.

Note: A background check may be required.

To Apply: Email application materials (CV and Cover Letter) to Debra Revere (drevere@uw.edu) and Janet Baseman (jbaseman@uw.edu).

Deadline: Submit your application materials by **December 7, 2017**.

Acceptance: If offered the position, the candidate must accept within one week.

Notification: Those candidates not hired will be notified via email.