



JOB DESCRIPTION for Partners for a Healthier Community, Inc.

JOB TITLE: Senior Research Associate

Posted on: 12/8/16

Primary Objective

Partners for a Healthier Community (PHC)'s Senior Research Associate (listed on Baystate Health website as "Community Health Planning/Research Consultant) is accountable for developing, implementing and overseeing research assessment and evaluation projects, including assistance to subcontractors and community partners allied with PHC in these efforts. The research and evaluation projects will focus on a variety of types of project, including direct service programs, systems and policy change, and collective impact. The position will require expertise in both quantitative and qualitative assessment methods. The Senior Research Associate will cultivate and strengthen strategic community partnerships and alliances between local, regional, and state-level coalitions and advocacy organizations; community-based nonprofit corporations; and business, social, educational, and health entities. The Senior Research Associate will work with community partners to create a consensus around healthy community goals and prevention efforts.

Role of the Senior Research Associate

The position's role typically involves securing service contracts, leading research assessment and evaluation projects, convening as necessary community partners and clients to achieve the needed goals of projects. Partnerships could be with sectors such as faith, business, education, academic, healthcare, social sector entities.

In particular, the position implements program evaluation and assessment methods for initiatives to improve the health of people enrolled in the project:

1. Oversee direct staff, subcontractors when necessary and student interns;
2. Design and conduct qualitative assessments such as focus groups and interviews and quantitative assessments
3. Creates data reports and technical products
4. Develops evaluation plans for prioritizing and collecting data to measure program performance and outcomes and for using this data for program improvement and to demonstrate impact.
5. Assist in initiating and sustaining grant developed programs with community partners, including providing data analysis and program evaluation;
6. Conduct trainings on aspects of evaluation and assessment
7. Design and implement collaborative strategies with community partners and collaborators such as social organizations, faith communities, community-based organizations and so on;
8. Provides facilitative leadership to fellow community leaders, and offers opportunities and/or shares experiences, perspectives and expertise on issues such as partnership development, meeting planning, facilitation, and conflict management;
9. Provides facilitative leadership to the project team in action planning including steps and/or activities to address the priority areas, and implementing actions with a timeline, identifiable milestones and evaluation measures;

Performance Expectations

It is expected that the Senior Research Associate will work under the general supervision of the Director of Research and Evaluation.

The Senior Research Associate's work entails the day-to-day management (including planning, directing and organizing staff, programming and funding responsibility) of a selected research and evaluation program(s) or activities:

1. Programs will meet the objective of the strategic goals and objectives of PHC.
2. Research and evaluation activities will adhere to PHC standards
3. In establishing community programs, planning will adhere to a community health planning methodology and the planning processes will result in high quality successful programs.
4. Community programs and issues will undergo regular assessments and there published reports on internal and external environmental issues related to the corporations health priority areas.

Education and Experience

Required:

- Masters level college degree in Public Health, Public Administration, Public Policy or related area is preferred. Applicant must have five years of relevant experience in a role of a program manager or supervisor in a public health or human service program. Have regional leadership presence.

Preferred:

- PhD Level candidate with 5-10 years' experience in program evaluation and community based research/assessment work; published work.

Core Competencies

The high visibility of this position, both internally and externally, requires that the Senior Research Associate have

- Experience designing and implementing program and initiative evaluations;
- Quantitative data analysis and summary skills;
- Experience conducting and analyzing focus groups and interviews;
- Highly proficient writing skills;
- Strong interpersonal, facilitation and collaborative planning skills;
- Proven abilities to work with and within teams;
- Strong written and oral communication skills; bilingual preferred
- A high degree of computer literacy;
- Demonstrated use of community problem-solving skills;
- Demonstrated facilitative leadership experiences in a community setting; and
- Strong understanding of the public health environment (including mental health, substance abuse, violence prevention) and the healthcare environment.
- Strong public presentation skills

About Partners for a Healthier Community

Partners for a Healthier Community, the Public Health Institute of Western Massachusetts, provides skills, expertise and experience to create successful public health campaigns and sustainable system changes to improve health and well-being in Western MA. Through partnerships, we build on community assets and build community capacity to positively impact social determinants of health. Our services include Research and Assessment, Coalition-building, Program Evaluation and Health Policy Development. PHC is a 501 (c) (3) nonprofit with a 20 member Board of Directors and relies on state, federal and private grants and contracts. PHC contracts with Baystate Health for Human Resources services.

TO APPLY: Candidates for PHC's Senior Research Associate (Community Health Planning Consultant/Research Consultant) should apply through Baystate Health's job portal at <https://www.baystatehealthjobs.com/job/springfield/community-health-planning-consultant-research-consultant/156/3587790>. Baystate Job ID: 74429.