Research Associate/Analyst Position

The Johns Hopkins Center for Health Security at the Bloomberg School of Public Health works to protect people’s health from epidemics and disasters and ensure that communities are resilient to major challenges. We examine how scientific and technological innovations can strengthen health security. We study the policies, organizations, systems, and tools to prevent and respond to outbreaks and public health crises. We advance policies and practice to address a range of challenges, including the global rise in emerging infectious diseases, a continued risk of pandemic flu, major natural disasters, our dependence on vulnerable infrastructure, and the potential for biological, chemical, or nuclear accidents or intentional threats. The Center is hiring a Research Associate/Analyst to help fulfill its mission.

The Research Associate/Analyst position provides support for mission-critical program work of the Center through research and policy analysis and development. Research Associates/Analysts within the Center are charged with:

- Initiating, executing, and responding to requests for Center research and policy analysis;
- Providing information and analysis to all Center staff;
- Serving as a member of project teams;
- Producing original work in his/her/their field of expertise to contribute to the Center’s mission and its collective body of work; and,
- Participating, as assigned, in the national and international dialogue in health security issues through publication, presentations, and professional interactions.

The Research Associate/Analyst reports to the Deputy Director of the Center for Health Security; has his/her/their work coordinated by a Managing Senior Analyst and Program Manager; may respond to requests from the Director, Senior Scholars, Senior Analysts, and Program Manager; and works closely with other program staff, including: associates, other analysts, and communications, financial, and administrative staff.

Primary Duties and Responsibilities:

- Conduct research and analysis on health security-related topics including, but not limited to, emerging scientific capabilities, applications of biotechnologies, national and international biosecurity policies, and pandemic preparedness/response;
- Maintain a high level of awareness and expertise in critical health security policy and technical issues and developments by tracking and monitoring health security-related developments in policy, governance, and science;
• Communicate critical information, developments in the field, and news to Center staff and external audiences; communicating with media as assigned;
• Serve as an integral member of project teams, including providing technical expertise and project management support;
• Produce original work in his/her/their field of expertise, or helping prepare published work of others at the Center, as assigned, by:
  o Providing critical analysis and policy evaluation on health security issues through original publications or presentations;
  o Serving as a contributing author or editor for Center publications;
  o Representing the Center, as assigned, in the health security, national security, public health, scientific, medical, governance and policy communities, and engaging in networking and advocacy for Center proposals, as assigned.
• Engage in project planning and management, including:
  o Support the development and execution of project workplans and reporting needs;
  o Regularly monitor and communicate the progress of project deliverables to project team, Managing Senior Analyst, Program Manager and other Center staff as appropriate;
  o Identifying issues of importance to the Center and developing and advocating options for project development;
  o Identifying grant funding opportunities and, when assigned, assisting Senior Scholars and Directors with development of grant applications.

Qualifications:

• Masters-level degree in epidemiology, global health, biostatistics, molecular biology, bioinformatics, microbiology, immunology, or a closely related discipline;
• Experience in participating/managing/organizing multidisciplinary research in at least one of the above fields;
• Interest in working with multidisciplinary teams in a collegial setting;
• Research, writing or policy analysis experience in a scientific, public health, medical, technological, governmental or commercial context; and,
• Familiarity with the operational life cycle of project management, including project planning and development, funding and staffing, day-to-day management, and product delivery.

Knowledge, Skills, and Abilities:

This position requires specialized knowledge, skills, and abilities, as described below:

• Excellent research and analytic skills that can be applied to policy analysis;
• Excellent organization and time management skills; able to create realistic project schedules, and meet deadlines, while prioritizing and managing multiple tasks;
• Excellent written communication skills, including writing and editing skills that can be applied to the conceptualization, development, design, writing, and editing of materials created for multiple purposes and audiences;
• Able to interpret and communicate science-based public health evidence into practice and policy-based deliverables;
• Able to manage competing objectives and multiple agendas and projects in a project and team environment;
• Able to support and foster teamwork and collaboration among all staff.;
• Able to work independently and collaboratively with other project team members;
• Knowledge of one or more aspects of health security, public health, science, medicine, or public policy fields;
• Excellent interpersonal and verbal communication skills;
• Able to represent the Center with a broad array of medical, public health, government, and media, and with Faculty and Staff;
• Keen observation, assessment, and evaluation skills;
• Able to identify and solve problems and make sound decisions;
• Proficient with personal computers, internet-based search methods, and appropriate office, database, research-related and/or statistical software.

If you are interested in this position, please upload your curriculum vitae, cover note, and names of references (saved to one PDF) to the following OneDrive link:

Submit Here

Please note that the analyst will be expected to work at the Center for Health Security office in Baltimore, MD on a hybrid teleworking/in-office schedule. Relocation expenses are not offered for this position.

The Johns Hopkins University is an equal opportunity, affirmative action employer committed to recruiting, supporting, and fostering a diverse community of outstanding faculty, staff, and students; we encourage women and individuals from underrepresented minorities to apply.