

Data Analyst

The Fund for Public Health in New York City, (FPHNYC) is a 501(c) 3 non-profit organization that is dedicated to the advancement of the health and well-being of all New Yorkers. To this end, in partnership with the New York City Department of Health and Mental Hygiene (DOHMH), FPHNYC incubates innovative public health initiatives implemented by DOHMH to advance community health throughout the city. It facilitates partnerships, often new and unconventional, between government and the private sector to develop, test, and launch new initiatives. These collaborations speed the execution of demonstration projects, effect expansion of successful pilot programs, and support rapid implementation to meet the public health needs of individuals, families, and communities across New York City.

PROGRAM OVERVIEW

This position will be housed within the Bureau of Health Promotion of Justice Impacted Populations (BHPJIP) in the DOHMH Division of Mental Hygiene. Through the use of data, policy, and program implementation, BHPJIP promotes community-based, health-led, cross-sector strategies that reduce criminal-justice involvement, and improve the transition of individuals back to the community after incarceration and community supervision. This work aims to increase access to effective health, mental health, and social services, as well as other social determinants of health for justice-involved populations.

The Division of Mental Hygiene (DMH) builds upon a portfolio of policy and programming that ensures access to high quality services to improve the lives of New Yorkers with mental health and substance use disorders and those with developmental disabilities. DMH includes the programmatic bureaus of Alcohol and Drug Use, Prevention, Care and Treatment; Children, Youth and Families; Developmental Disabilities; Mental Health, Administration; and Mental Hygiene Community Engagement, Policy and Practice; as well as the BHPJIP.

Through research, policy and programming, BHPJIP seeks to improve the health and well-being of marginalized populations, with specific emphasis on persons involved and impacted by the justice system, by focusing on the role that healthcare and public health can play in addressing their complex health and social needs.

This position sits within a newly grant funded 3 year project - the New York City Health Justice Network (NYC HJN), an innovative program to improve the health and wellbeing of persons with justice involvement (PWJI) by increasing their access to, engagement in, and quality of community-based health and social services. PWJI are defined as anyone who has had direct contact with any level of the criminal justice system (e.g. incarceration, probation, parole, police contact, etc.) Primary care and community-based organizations (CBOs) with experience serving PWJI will explicitly partner to serve NYC HJN clients, employing an innovative client engagement strategy that includes: 1) employing community health workers with lived experience of the criminal justice system working as navigators between the health and social systems; and 2) implementing trauma informed care interventions in clinical and community settings.

The NYC DOHMH offices are located in Long Island City; some travel within the NYC boroughs may be required.

POSITION OVERVIEW

FPHNYC seeks a Data Analyst. Under the direction of the Senior Research Associate for the BHPJIP's Surveillance, Monitoring and Evaluation Unit, with wide latitude for the exercise of independent judgement and initiative, the Data Analyst will assist with the development, implementation, and evaluation of the NYC HJN.

The Data Analyst will oversee data collection and management activities, generate reports for dissemination, and collaborate with other BHPJIP staff to coordinate research and evaluation activities.

RESPONSIBILITIES

- Complete all required agency trainings including Maven data platform training
- Design questionnaire packages, follow-up assessments, and implement evaluation activities
- Identify and oversee needed updates and modifications to data platform
- Develop and maintain documentation of collected evaluation data
- Maintain, review, and clean records of collected evaluation data and conduct analyses related to the evaluation studies
- Prepare reports for senior managers, partner sites, and other stakeholders and generate publications and other written products based on findings from analyses
- Assist with data linkages of evaluation data to external administrative sources
- Work closely with BHPJIP leadership, partner site staff, and a third party evaluator to collaborate on and coordinate analysis and research
- Assist with other duties, tasks, and special projects as needed

QUALIFICATIONS

- Bachelor's Degree and three (3) years of professional research experience OR a Master's degree in epidemiology, public health, applied statistics, or related field and two (2) years of professional research experience. Master's in Public Health is preferred.
- Experience with database management, conducting field-based evaluations, and developing and maintaining documentation of datasets for use by other investigators.
- Proficiency with SAS, SUDAAN, SQL, and other statistical analysis software.
- Graduate-level work experience in data analytic techniques, mathematics, statistics, measures of association, or related data analysis fields.
- Excellent oral, written, and interpersonal communication skills.
- Ability to organize and prioritize to meet multiple demands and expectations in a fast-paced work environment.
- Candidates with lived experience of the criminal justice system are strongly preferred.

SALARY AND BENEFITS

FPHNYC offers a comprehensive benefits package. The salary range for this position is commensurate with experience.

TO APPLY

To apply, send resume with cover letter, including how your experience relates to this position and your salary requirements, to publichealthjobs@fphnyc.org indicating "PPC Data Analyst_your name" in subject line.

The Fund for Public Health in New York City is an Equal Opportunity Employer and encourages a diverse pool of candidates to apply.