

POSITION DESCRIPTION

For the Period TBD

NAME:

RANK: Postdoctoral Fellow **FLSA:** Exempt

Department/Division Population Science and Policy

The Department of Population Science and Policy (PSP) is an interdisciplinary department at Southern Illinois University School of Medicine (SIU SOM). The Department works to understand the challenges of people in central and southern Illinois and provides innovative, sustainable solutions to improve health in rural and underserved communities.

The Department is divided into three divisions working together to improve health outcomes: Human and Community Development, Epidemiology and Biostatistics, and Health System Science. Human and Community Development focuses on a community-based participatory approach, mixed methods research, and implementation science to address the health needs of communities. Epidemiology and Biostatistics is a more traditional, hypothesis-driven division which collects, examines, and analyzes quantitative data concerning health outcomes. Health System Science focuses on forming and analyzing policy recommendations around health disparities in Illinois. All three divisions work with PSP's education team to create a population science and policy curriculum to educate a new generation of physicians to practice through the lens of population health.

The Department's ultimate goal is engaging communities, providing opportunities for improving health equity and creating sustainable solutions for residents in central and southern Illinois. Learn more at www.siumed.edu/popscipolicy.

POSITION FUNCTION

The Postdoctoral Fellow's primary responsibilities include managing data collection efforts, proposal development, data analysis, study coordination, project management, write-up of findings for journal articles and presentations, and assisting in future grant submissions.

This position offers several excellent training opportunities, including field experience, writing proposals for both traditional and non-traditional funding, and project scaling. A successful candidate will have interest in working with rural populations and promoting health equity.

The postdoctoral fellow candidate will join one of the following faculty members, depending on interest and expertise:

- Dr. Nicole Summers-Gabr has active research projects that focus on two areas; (a) adolescent suicide prevention and (b) community health needs assessments. Summers-Gabr has a partnership with local schools and hospitals and uses a community-based participatory approach (CBPR) to implement evidence-based programs. While she

commonly partners with local hospitals to address local health concerns like suicide prevention, she is now leveraging the Patient Protection and Affordable Care Act by mapping a CBPR approach to pilot new models of improving hospitals' community health needs assessment process by increasing community voice/ownership, improving the quality of data collection, increasing evidence-based programming, bringing more sustainability to local communities, and improving the way hospitals invest money into communities.

- Dr. Wiley Jenkins has multiple research projects associated with engagement with people who use drugs and also those who identify as sexual and gender minorities – largely focused in rural areas. Both groups experience distinct health risks and life experiences which are largely unexplored. Dr. Jenkins partners with community-based organizations, healthcare systems, and Community Advisory Boards to develop research and projects. These activities address a myriad of key issues: (a) reducing infectious disease risk by expanding access to, and use of, harm reduction services, (b) exploring telehealth-mediated methods of pre-exposure prophylaxis uptake and adherence, (c) cancer screening and risk reduction, and (d) better means and methods to improve healthcare utilization and satisfaction among marginalized populations.

ORGANIZATIONAL RELATIONSHIPS

It is anticipated that the postdoctoral fellow will work closely with a faculty member(s) and require minimal direct supervision. The employee may receive written or oral directives from the Chair, Director of Social Innovation of PSP, or the Chief, Epidemiology and Biostatistics Division of PSP. The direct supervisor will review performance on a regular basis.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES

The following information is intended to be representative of the work performed by incumbent in this position and is not all-inclusive. The omission of a specific duty or responsibility will not preclude it from the position if the work is similar, related, or a logical extension of position responsibilities.

Demonstrates, by actions, commitment to the mission and the behavioral standards of SIU School of Medicine. Provides excellent service to both internal and external customers through collaboration and partnership; compassion and respect; integrity and accountability; diversity and inclusion; as well as continuous learning and improvement.

Duties and Responsibilities

Time Commitment

I. Administration

10%

- Assists with research administrative and regulatory activities as assigned.
- Keeps PSP and participating Departments informed of all relevant research information and manages questions or problems requiring attention.
- Ensures compliance with SIU SOM, SIU Healthcare, SCRIHS, LACUC and affiliate hospitals policies and procedures and the Standard Operating Procedures of PSP.
- Participates in PSP staff and specific research project team meetings as appropriate.
- May supervise researchers/technicians participating in these activities, as necessary.

II. Research

75%

- Promotes and participates in a research agenda dedicated to improving the health outcomes of residents of central and southern Illinois.
- Assists with analysis and interpretation of research findings and organizes and prepares data for research grant proposals, presentations and publications.
- Assists with manuscript development, writing and submission.
- Presents findings at local, regional and national conferences.
- Assists with research protocol development.
- Participates and coordinates clinical research activities for approved protocols.
- Ensures protocols are submitted to appropriate review committees, such as SCRIHS (i.e., IRB) and LACUC as appropriate.
- May obtain informed consent from subjects and/or their legal representative for enrollment into research studies.
- Assembles and organizes all test results and data in accordance with protocol requirements and may perform statistical analyses under guidance when needed.
- Conducts data collection for retrospective and prospective research studies and develops pertinent reports from the data gathered from various sources.
- Records and files hard-copy data from studies and maintain appropriate, up-to-date summaries for reference and review.
- Performs protocol specific procedures (i.e., preparing laboratory specimens, shipping biologic and/or hazardous materials, electrophysiological measures, histologies).
- Conducts literature reviews from various sources relative to specific research studies. Investigate scientific literature for appropriate references; prepare reports and graphical presentations with assistance from supervisor.
- Gathers information for databases through hospital records; SIU medical records; physician notes and records.

III. Teaching

5%

- Instructs other personnel (i.e., faculty researchers, technicians, residents, medical students, nurses) in protocol requirements and/or research methods as needed.
- Co-facilitates resource sessions and elective classes with faculty.

IV. Service

10%

- Collaborates on local, state and federal contracts and research.
- Represents PSP on various school/hospital-based committees and work groups, as assigned.

MINIMUM QUALIFICATIONS

1. Ph.D. or other doctoral degree from an accredited university before beginning the program.
2. Sensitive to the needs of underrepresented minority populations.
3. Proficiency in quantitative or qualitative methodology (with experience programming in SAS, SPSS, or NVIVO preferred).

DESIRED QUALIFICATIONS

1. Experience in data and project management, grants development, manuscript preparation, and rural research.

WORKING CONDITIONS/PHYSICAL DEMANDS

See attached Physical and Environmental Requirements form.

ENVIRONMENTAL, HEALTH AND SAFETY RESPONSIBILITIES

Participates in meetings, trainings and other environmental, health and safety activities required by SIU School of Medicine.

Date

Postdoctoral Fellow
Department of Population Science and Policy

Date

Nicole M. Summers-Gabr, PhD, MS
Director of Social Innovation
Assistant Professor, Department of Population Science and Policy

Date

Wiley Jenkins, PhD, MPH, FACE
Chief, Epidemiology and Biostatistics
Professor, Department of Population Science and Policy

Date

Sameer Vohra, MD, JD, MA, FAAP
Chair, Department of Population Science and Policy
Associate Professor of Pediatrics, Medical Humanities, and Law