Health Disparities Research Training Program (HDRTP) – Needs Assessment Intern

Department: Population Health
Job Title: Intern, Spring 2020
Reports to: Janet Pan
Office Location: New York, NY

The mission of the NYU Center for the Study of Asian American Health (CSAAH) is to reduce health disparities in the Asian American community through research, training and partnership. As a core area of the Center for the Study of Asian American Health, the HDRTP provides training, outreach, and research opportunities for students and health professionals to gain knowledge and skills to address Asian American health disparities.

Position Summary
CSAAH’s community partner, Hamilton-Madison House (HMH), a non-profit settlement house serving the Chinatown and Lower East Side neighborhoods, seeks to expand their youth and immigrant/community programs. We are looking for bright and motivated interns to assist with conducting a needs assessment, consisting of literature and scoping reviews, key informant interviews, community events.

Principal Responsibilities
1. Conduct literature and scoping reviews.
2. Assist in developing surveys for community needs assessment.
3. Assist in planning community outreach events to engage youth/adolescents (e.g. gaming themed event)
4. Assist in conducting key informant interviews and/or focus groups as needed.
5. Assist in analysis of quantitative and/or qualitative data.
6. Draft dissemination materials such as power point presentations, one-pagers and reports.
7. Other responsibilities as assigned.

Qualifications
1. Commitment to addressing health disparities, immigrant and community health work.
2. Commitment to cultural responsiveness.
3. Previous experience in outreach and engaging youth/adolescents
4. Excellent writing skills.
5. Excellent organizational, communication, and time management skills
6. Excellent computer skills (use of MS Office Suite with a focus on Excel, internet research)
7. Ability to communicate and work with community members and community organizations in a friendly and professional manner.
8. Ability to work independently.
9. Fluency in Spanish or Mandarin/ Cantonese Chinese a plus

If interested, please send a cover letter, resume, and a completed HDRTP application (available at bit.ly/nyuhdrtpp) to Janet Pan at janet.pan@nyulangone.org. Please include “Needs Assessment – Spring 2020 Intern” in the email heading.