

## Policy Research Associate Faculty Position

The Johns Hopkins Center for Health Security (CHS) 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, and we study the policies, organizations, systems, and tools to prevent and respond to large-scale outbreaks. We advance policies and practice to address a range of challenges, including the global rise in emerging infectious diseases, a continued risk of globally catastrophic pandemics, our dependence on vulnerable infrastructure, and the potential for large-scale biological accidents or intentional threats. CHS is hiring a Policy Research Associate to help fulfill its mission.

This Policy Research Associate position will be dedicated to working with CHS' Health Security Policy Advisor to support efforts related to the translation of health security policy research into changes to government policies and programs. The individual will research emerging policy issues that advance CHS' focus areas while working with faculty, staff, and outside consultants to develop policy agendas, engagement strategies, and educational initiatives for government leaders. The Policy Research Associate reports to the Deputy Director of the Center for Health Security and has a dotted line report to the Health Security Policy Advisor, who will make assignments and oversee the daily work of the Policy Research Associate.

### Primary Duties and Responsibilities:

Under supervision of the Health Security Policy Advisor, the Policy Research Associate's responsibilities include:

- Conducting policy research on topics including: domestic health security policy; governance of dual-use research of concern in the advanced life sciences; and improving prevention and resilience to major biological threats through changes to law and regulation, policy, practice, and government programs.
- Translating policy into action through the development of various policy documents, including FAQs/one-pagers, stakeholder letters, Requests for Information/Comment/Public Comments, policy memos, reports or peer-reviewed publications, and other such materials.
- Participating in, circulating minutes, and tracking actions of weekly CHS policy meetings attended by the CHS Directors, outside consultants, the Health Security Policy Advisor, and other CHS faculty and staff.
- Attending stakeholder meetings, Congressional hearings, and other in-person and virtual events and meetings held in Washington, DC.
- Working in a collaborative team atmosphere with the relevant subject-matter experts at CHS to provide technical assistance on bills and other such matters with supervision from the Health Security Policy Advisor.
- Assisting with the development and execution of webinars and in-person events under the [Capitol Hill Steering Committee on Pandemic Preparedness and Health Security](#), in collaboration with the CHS events team and the communications team.
- Maintaining a high level of awareness and expertise in critical health security policy developments and opportunities by tracking and monitoring health security-related legislative and regulatory developments.
- Developing and maintaining a network of Congressional Staff connections and stakeholder relationships.

- Serving as a primary point of contact for medium- to low-level policy meetings after sufficient training, including 1-on-1 meetings with Congressional Staff, coordinating event participation with Capitol Hill Steering Committee co-chairs and honorary founding members, and building relationships with other organizations and think tanks.
- Interfacing with CHS project teams to learn about upcoming initiatives, including meetings with PIs or lead analysts to discuss legislative priorities based on research, sitting in on project meetings, and bringing any developments or concerns to the Health Security Policy Advisor.
- Aiding in the development and execution of outreach strategies in collaboration with CHS policy consultants.
- Being available for discreet tasks from the Center Directors related to legislative/regulatory initiatives.

**Minimum Qualifications:**

- Bachelor's degree
- Research, writing, or policy experience in a scientific, public health, medical, technological, governmental, congressional, or commercial context
- Interest in policy implementation/serving as a bridge between academics and policymakers

**Preferred Qualifications:**

- Master's degree
- Experience working within the legislative or executive branch, or with legislative and executive branch staff
- Experience working on policy related to health, national security/defense, homeland security, intelligence, appropriations, or related areas related to health security

**Knowledge, Skills, and Abilities:**

- Excellent interpersonal, verbal, and written communication skills
- Excellent research and analytic skills
- Excellent organizational and time management skills
- Able to interpret and communicate science-based public health evidence into policy-based proposals and deliverables
- Able to manage competing objectives and multiple agendas and projects in a collaborative team environment
- Knowledge of one or more aspects of health security, public health, science, medicine, or public policy fields

**Salary:**

\$68,000 to \$100,000, salary and academic rank are commensurate with experience.

This position offers a hybrid teleworking/in-office schedule out of the beautiful new CHS offices conveniently located at the Inner Harbor in Baltimore, MD.

**If you are interested in this position, please upload your curriculum vitae, cover letter, and references (saved to one PDF) to the following OneDrive link: [Submit Here](#)**

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.