



Build Healthy  
Places Network

## Research Associate *Build Healthy Places Network*

The [Build Healthy Places Network](#), a program of the Public Health Institute, is the national center bridging community development and health working to reverse the cycle of intergenerational poverty, poor health, and discrimination. Our mission is to shift the way organizations work across the health, community development, and finance sectors to collectively advance equity, reduce poverty, and improve health in neighborhoods across the United States. We achieve our mission by connecting leaders and practitioners across sectors, providing education and training, curating resources and examples of what works, and building capacity for cross-sector collaboration. We are dedicated to upholding the [Principles for Building Healthy and Prosperous Communities](#).

The Network is a young organization dedicated to innovation and continued growth while improving the health and well-being of people living in our most under-resourced communities. To accomplish this, we recognize the value of having a staff that brings a wide range of perspectives to this work based on language, ethnicity, race, gender, socio-economic background, political beliefs, sexual-orientation, etc. We are committed to maintaining a diverse, multicultural working environment and particularly encourage applications from candidates with lived experience in the communities we seek to serve.

The Network is currently seeking a part or full time research associate to support our team as we develop our place-based strategy and roll out various place-based research projects this summer. Working closely with the Director of National Programs, primary responsibilities will include supporting writing/research activities, providing overall administrative support to client projects, and working with the team to streamline systems for the Network's growing place-based consulting work. The position is located at the Network office in San Francisco, Los Angeles or Salt Lake City, UT and is expected to be a minimum of 20 hours per week with room for up to 40 hours per week for at least three months.

We are seeking someone who is creative and deeply committed to advancing equity.

The Network is housed at the [Public Health Institute](#) (PHI), an independent, nonprofit organization dedicated to promoting health, well-being and quality of life for people throughout California, across the nation and around the world. PHI is at the forefront of research and innovations to improve the efficacy of public health statewide, nationally and internationally. PHI was distinguished as one of 2019's top 50 "Best Non-profit Organizations to Work For" by the Non-Profit Times in a national search.



## Essential Duties and Responsibilities:

### Strategy development and implementation - 20%

- Work with the team to define, plan, and outline the Network's growing place-based strategy for providing support to organizations interested in deepening cross-sector efforts
- Develop systems, tools, resources, and other key infrastructure for place-based work
- Identify potential partners for pilot sites

### Research and Analysis - 70%

- Conduct research and data collection on a set of US cities and markets to understand community context, key stakeholders and existing healthcare landscape. This includes desk research, phone interviews, and using mapping tools such as PolicyMap.
- Outline community needs from existing community health needs assessments from local organizations; including health departments and hospitals.
- Set up, schedule and help facilitate conversations - and possibly convenings - with local public health and healthcare players in those markets.
- Develop draft slide decks based on research and data collection.

### Other Network business (10%)

- Associate may be asked to assist in writing blogs, conducting outreach, or contributing to other Network projects if time allows.

## Desired Qualifications

- Recently completed or currently pursuing graduate studies in public health, public policy, city planning, or related fields (or equivalent work experience).
- Work experience or strong interest in the relationship between community development and health.
- Strong writing skills, particularly academic journal and blog-style writing.
- Strong familiarity with web research techniques and research databases including Google Scholar and EBSCO.
- Competency with all components of Microsoft Office and Google Drive.
- Familiarity with WordPress, Salesforce, and Adobe Suite desirable.
- Excellent communication and organizational skills.

## How to Apply

- To apply for this opportunity, submit a cover letter and resume via the [application link](#).
- In your cover letter, please describe why you are enthusiastic about this opportunity and why you think you are a good fit for the position.

The Build Healthy Places Network and Public Health Institute are proud to be an EEO/AA employer.

Do you have questions about this opportunity? If so, email our recruitment team at [Recruitment@phi.org](mailto:Recruitment@phi.org). Please do not email your resume to us as we only accept applications through our career site. Given the high volume of responses we receive from a combination of job boards, please allow up to one week for a reply.