

Community Engagement Analyst, Bureau of Harlem Neighborhood Health

Civil Service Title: CITY RESEARCH SCIENTIST

[Job ID: 487518](#)

Title Classification: Non-Competitive

Job Category: Health, Policy, Research & Analysis

Career Level: Experienced (non-manager)

Work Location 161-169 East 110 Street

Division/Work Unit: CHECW-HRLM NEIGHBORHOOD HLTH.

Apply online with a cover letter to <https://a127-jobs.nyc.gov/>. In the Job ID search bar, enter: job ID number # 487518.

Job Description

The Center for Health Equity & Community Wellness (CHECW) uses a racial and social justice approach to eliminate health inequities for those who are most marginalized in New York City and to reduce overall premature mortality from the leading causes of preventable death with the vision that every New Yorker will live in a thriving neighborhood with equitable access to resources that help support healthy individuals and communities. This Division unifies and strengthens the Department's lines of work directed at eliminating racial inequities for preventable health conditions, which are rooted in historical and contemporary injustices and discrimination, including racism. CHECW's aim is to eliminate racial inequities resulting in premature mortality, with a focus on chronic disease, by addressing the social and environmental factors that impact health. The goal of this approach is to increase place-based investments in priority neighborhoods with community programming and services based on epidemiology; influence and leverage the health system to promote whole-person care; and intensify the agency's approach to tackle big salt and sugar, big tobacco, the built environment and other determinants of health.

The Bureau of Harlem Neighborhood Health is seeking to hire a City Research Scientist II to serve as a Community Engagement Analyst within the Health Equity Capacity Building Unit. In the event of a public health emergency as deemed by the agency (public health outbreak, natural disaster, etc.), employees may be mandated to assume an emergency response role. In these rare instances and when notified, staff will be re-assigned from their regular day-to-day duties as noted in this job description to take on another role considered necessary by the agency. When this occurs, all staff are required to comply with the change in assignment and must be prepared to be called upon promptly.

DUTIES WILL INCLUDE BUT NOT BE LIMITED TO:

- Track and monitor programmatic and community engagement efforts through Public Health Partners Connect (our client relationship management system) and other database platforms.
- Present local health data to partners to build a shared neighborhood response to emerging issues.
- Maintain and prepare data and reports for internal leadership, grants, research and evaluation and external partners.
- Assist in the coordination of research efforts of the agency with other research projects.
- Build capacity with community stakeholders to reduce health disparities and promote health equity in underserved neighborhoods.
- Effectively engage with local leaders and other community partners in advocating public health programming, policies, and research.
- Plan and execute community activities, presentations, and other health related events (some evening and weekends work required).
- Establish and maintain effective relationships with key local organizations and community partners to identify and address health equity and the health needs of underserved communities.
- Budget and contract management including identifying contractors, vendor & budget management, writing purchase orders/contracts, and assisting with execution and payments.
- Support the alignment of programs to support Bureau's goals and objectives.
- Supervise and train health promotion staff and interns.

Sports for Good Upcoming Training: Effective Staff Coaching for Managers (Weds. Nov. 10th, 10:30am – 12:30pm)

The ability to inspire staff while setting a high bar for expectations is critical in youth programs. Leaders must navigate between being approachable and motivating while holding the team accountable for quality and results. In this learning module, we'll work together to shape your coaching and leadership style. Target Audience: Individual managers (e.g., site directors, supervisors, executive directors) and/or those aspiring to grow their managerial skillset. [Click here for more information and to register.](#)