ASPPH Graduate Training Programs

Program Announcement

ASPPH/NHTSA
Public Health Fellowship Program

2014
2014 Fellowship Opportunities
The U. S. Department of Transportation
National Highway Traffic Safety Administration

ASPPH/NHTSA Public Fellowship Program Announcement

Request for Applications

The National Highway Traffic Safety Administration (NHTSA) is an agency of the U.S. Department of Transportation (DOT). Its mission is to save lives, prevent injuries and reduce economic costs due to road traffic crashes, through education, research, safety standards and enforcement activity. The agency develops, promotes and implements effective educational, engineering, and enforcement programs to prevent injuries and deaths and reduce economic costs associated with motor vehicle crashes on the nation’s roadways.

More than 33,500 people were killed in motor vehicle crashes in 2012. Crashes are the leading cause of death for young people (ages 4, and 11 – 27), and the 5th leading cause overall of “years of life lost” in the U.S. (DOT HS 811 620). Significant progress has been made in recent years in reducing crashes and injuries. The fatality rate has decreased 16 percent over the past 20 years, and is near an historic low of 1.14 deaths per 100 million vehicle miles traveled (VMT). But there is still much work to be done to continue the downward trend.

NHTSA is a data-driven agency that uses a public health approach toward reducing risky driving behavior, such as impaired driving, and increasing safer behaviors such as buckling up on every trip. NHTSA provides leadership to the motor vehicle and highway safety community through the development of innovative approaches to preventing roadway crashes and resulting deaths and injuries. NHTSA spearheads innovative research and data analysis critical to motor vehicle and highway safety and leads the nation by setting the motor vehicle and highway safety agenda. It works closely with State and local government agencies, law enforcement, public health organizations, and other safety stakeholders to implement evidence-based programs and safety campaigns.

The ASPPH/NHTSA Fellowship Program is a prestigious opportunity for an interested public health graduate with good quality analytic, research and program development skills who is dedicated to reducing the economic impact of traffic injuries in the United States. The selected fellow(s) will work with experienced professionals in NHTSA to learn all components of the comprehensive approach to traffic safety; develop a thorough understanding of the shared missions between public health, traffic safety and injury prevention; and experience working within a Federal agency on projects affecting the public health of the entire Nation.

Upon completion of the Fellowship, the fellow will have developed a greater understanding of the role of public health in reducing motor vehicle crashes and injuries, and will have made a
valuable contribution toward NHTSA’s mission of saving lives and reducing the tragic toll of preventable deaths.

1. **Eligibility**

To be eligible for this program, applicants must have received their Masters or Doctorate degree prior to the beginning of the fellowship (no later than August 2014) or within the last five years (no earlier than May 2009). Graduate degrees must come from an ASPPH member graduate school or program of public health accredited by the Council on Education for Public Health (CEPH). All applicants must be U.S. citizens or hold a visa permitting permanent residence (“Green Card”) in the U.S. to be eligible for the fellowship program.


2. **Period of Performance**

The fellowship position is a full-time opportunity for a **12 month period** (approximately August 2014 –August 2014.)

3. **Location**

The fellowship position will be located at the U.S. Department of Transportation Headquarters (DOT), Washington, D.C. The selected applicant will be required to relocate to the fellowship location. Relocation expenses will not be reimbursed.

4. **Funds Available**

The selected fellows will receive a stipend in the amount of $49,695, paid in semi-monthly installments during the fellowship period. In addition, the fellows will have access to a $9,000 expense allowance to offset the costs of health insurance premiums and fellowship-related travel and training expenses.

The selected fellow is responsible for his/her own relocation to and from the fellowship site (relocation expenses are not covered). The fellow is also required to maintain his/her own health insurance while participating in the fellowship program. An allowance will be available to help fund health insurance costs.

5. **Fellowship Opportunities Available**

There are currently four fellowship opportunities available with NHTSA – one with the Office of Behavioral Safety Research (OBSR), one with the Office of Impaired Driving and Occupant Protection, one with the Office of Safety Programs and one with the Office of Emergency Medical Services (OEMS). Please see Section 12 for the fellowship project descriptions.

6. **Expected Benefits**
The selected fellows will work with experienced professionals in NHTSA to learn all components of the comprehensive approach to traffic safety and OBSR/OEMS system development; develop a thorough understanding of the shared missions between public health, traffic safety, OBSR/OEMS and injury prevention; and experience working within a Federal agency on projects affecting the public health of the entire Nation.

7. Application Procedure

Applications are to be completed online through the ASPPH Fellowship Online Application System at http://fellowships.ASPPH.org/apply/index.cfm. All supporting, hardcopy materials must be sent via traceable delivery service to the ASPPH office in Washington, DC. The materials needed to complete an application are detailed on the application form. Incomplete applications will not be accepted. Please see Section 11 for detailed application instructions.

Applications must be submitted no later than 11:59 PM on:

Tuesday, April 1, 2014

8. Evaluation Criteria

The following criteria will be used to assess the applicant’s ability to participate in the fellowship program.

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<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Maximum Points</th>
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<tbody>
<tr>
<td>Quality of Essay</td>
<td>40</td>
</tr>
<tr>
<td>Strength of Credentials</td>
<td>25</td>
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<tr>
<td>Previous Experience</td>
<td>25</td>
</tr>
<tr>
<td>Recommendations</td>
<td>10</td>
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9. Review Committee & Selection

On or near May 28, 2014, the NHTSA review committee will complete the technical review of the applications based on the criteria described above. NHTSA staff may contact applicants for a phone interview during the review period (April 14, 2014 – May 20, 2014), for additional information and/or clarification of information relevant to the application. The selected applicant will be notified by phone and/or email. All other applicants will be notified by email.
10. Contact Information

Supporting application materials (signature page, official transcripts, letters of recommendation, etc.) should be sent via traceable delivery service to:

ASPPH Office of Graduate Training Programs  
ATTN: ASPPH/NHTSA Fellowship Program  
1900 M Street, NW, Suite # 710  
Washington, DC 20036  
Phone: 202-296-1099

All supporting application materials must be submitted to the above address. Incomplete applications will not be accepted.

11. Application Instructions

The ASPPH Fellowships Online Application System is the centralized application service for applicants from an ASPPH member-accredited school of public health. ASPPH offers this Web-based application to make the application process easy and convenient. You may begin your search and application immediately by clicking the link below:

http://fellowships.ASPPH.org/apply/index.cfm

The system is a secure website. To begin an online application, please register by clicking the "Register Now" on the right side of the application page. Registration is free and easy. A password will need to be created to protect and save the account for future access. All information is transmitted through a secured server and is kept confidential until the application is submitted. An application is only reviewed by staff after it has been submitted. Upon submitting the online application, all hardcopy forms will need to be mailed to the ASPPH office. No application will be processed until both online and hardcopy forms are received by ASPPH.

Please read carefully the instructions that appear throughout the online application system. Applicants may edit applications following submission by clicking on “withdraw” at any time prior to the application deadline. If this is done, applicants must then resubmit the applications in order to be received and reviewed by ASPPH. The application profile may be edited as necessary at any time prior to the application due-date.
A. Online Application Documents

The following documents will be needed to complete the online application:

- Resume/CV (saved as a PDF)
- Name, email and phone number of two references
- An essay (1500 word max saved as a PDF)
  
  Explaining your interests, strengths and qualifications for the position and how it will benefit your long-term career plans in the field of public health. A separate essay must be submitted for each position applied to.

Applications must be submitted electronically, through the Online Application System, no later than **11:59 PM on Tuesday April 1, 2014**.

B. Hardcopy Application Documents

In addition to the electronic submission of the application, the following documents must be collected by the applicant and submitted in ONE packet as a **hard-copy**:

- Signature Page
  
  Available upon submitting the online application. You will need to print, and sign. Please do not fold or staple pages.

- Official Graduate Transcripts (School of Public Health only)
  
  This will need to be in a sealed envelope issued by your school.

- Two Generic Letters of Recommendation (from the references provided in the online application)
  
  Must be on a letter head with contact information and original signature. Does not need to be in a sealed envelope. Please request for your recommenders to not fold or staple recommendation letters.

- A copy of your Green card, if you are not a US Citizen.

Please do not staple any hard-copy documents in the application packet.

All **hard-copy** documents must be received by ASPPH no later than **5:00 PM on Wednesday, April 2, 2014**.

An application will not be considered complete, and therefore will not be reviewed, if all hard copy documents have not been received by ASPPH by this deadline. Documents received after this deadline will render your application as ineligible for consideration for the program.
All hard-copy documents must be sent to ASPPH in ONE PACKAGE. References and schools may NOT mail their letters and transcript(s) directly to ASPPH. The applicant must collect all documents and mail everything to ASPPH in one complete package. Incomplete packages will not be accepted.

Please mail hard-copy documents via traceable delivery service to:

ASPPH Office of Graduate Training Programs
ATTN: ASPPH/NHTSA Fellowship Program
1900 M Street, NW
Suite # 710
Washington, DC 20036
Phone: 202-296-1099

12. Fellowship Descriptions

Position # NHTSA-14-01

Fellowship Training Area:

Emergency Medical Services (EMS)

Fellowship Location:

Department of Transportation Headquarters, Washington, D.C.

Fellowship Activities:

This Office has national responsibility for coordinating Federal EMS and 9-1-1 programs; developing education standards for prehospital EMS personnel; administering the National EMS Information System (NEMSIS); and identifying strategies for evaluating the impact of EMS on patient outcomes. The Office coordinates a number of national EMS initiatives including the Federal Interagency Committee on EMS (FICEMS), the National EMS Advisory Council (NEMSAC), and the National 9-1-1 Office. It also evaluates and develops programs related to the EMS education system, EMS workforce, and EMS research. Program and policy development conducted by the Office involves a broad range of backgrounds including clinical medicine practice and research, preparedness and homeland security, public health and healthcare, telecommunications, occupational safety and health, in addition to other areas.

Opportunities for the fellowship may include:

- Participating in programs of national significance. Recent fellows have assisted in the development of a national program for EMS worker injury surveillance, development and implementation of national EMS and 9-1-1 pandemic influenza guidelines, and assisting FICEMS in developing plans to improve mass casualty triage nationwide.
- Collaborating with interagency partners to support implementation of the National Health Security Strategy.
- Analyzing clinical and systems data from NHTSA’s National EMS Database.
• Establishing and evaluating epidemiological data from the EMS Workforce Injury and Illness Surveillance Program (EMS-WIISP).
• Assisting in dissemination and evaluation of NHTSA’s EMS and 9-1-1 Pandemic Influenza Guidelines.
• Providing input to the design of www.ems.gov and www.911.gov.
• Field assignments to other Federal agency headquarters such as the EMS for Children program, the Department of Homeland Security’s Office of Health Affairs, the Department of Health and Human Services' Emergency Care Coordination Center, as well as other Federal agency partners.
• Participating in fellowship related meetings and conferences. Recent fellows have attended meetings of the American Public Health Association, National Association of Emergency Medical Services Physicians, National Association of State EMS Officials and the Transportation Research Board Annual Meeting.
• Participating in fellowship-related training and conferences, such as site visits to State EMS offices, observation of focus groups, and observation of research testing methodologies, and participation in interagency meetings.
• Assisting in integrating public health and EMS at the Federal level, for example integrating aspects of public health surveillance and education methods into 9-1-1 and EMS practices.
• Working with National experts in the field of EMS and public health and gaining knowledge of the complex EMS systems across the country.

**Position # NHTSA-14-02**

**Fellowship Training Area:**

Safety Programs

**Fellowship Location:**

Department of Transportation Headquarters, Washington, D.C.

**Fellowship Activities:**

This Office of Safety Programs is responsible for demonstrating and developing effective approaches and strategies for increasing motorcycle safety, bicycle and pedestrian safety, and the safety of older drivers. The Office develops appropriate training to support stakeholder’s efforts (e.g., law enforcement, public health professionals, educators, etc.), provides technical assistance to states and communities to improve their traffic safety initiatives, and develops strategies to educate the public on these traffic safety issues.

Opportunities for the fellowship may include:

- Program and apply a broad range of Geographic Information Systems (GIS) database, and spreadsheet software for GIS design, mapping and analysis.
- Collecting and independently analyzing motorcycle crash and injury data utilizing GIS software.
- Collecting and cataloging supplemental socio-economic and psychographic data layers for use in analyzing motorcycle crash characteristics and potential causes.
- Independently contribute to the design of databases or development of geo-databases and systems, as well as compiles and analyzes GIS data.
- Develop hypotheses from existing published materials and synthesize into working GIS models.
- Develop web-based and print-ready GIS maps for use in NHTSA-related products consistent with cartographic and graphic design principles.
- Maintain GIS data, correctly archive and ensure quality control consistent with industry standards.
- Maintain logs of data processing and relevant information to include in metadata and ensure accurate creation and maintenance of said metadata.
- Participating, with experienced professionals, in design, review and delivery of motorcycle safety programs.
- Reviewing and tracking state legislative initiatives and responding to requests for assistance from NHTSA Regional Offices.
- Reviewing data on specific topics to help the office better target its efforts to achieve maximum gain.
- Participating in fellowship-related meetings and conferences. Recent fellows have attended meetings of the American Public Health Association, Lifesavers (a highway safety conference), and the Transportation Research Board Annual Meeting.
- Participating in field observations such as, site visits to a regional or state highway safety office, site visits to other federal agencies, focus group discussions, and training pilot tests.
- Participating on teams and working with other NHTSA and DOT offices on cross-cutting opportunities such as data analysis, technological approached for reducing problems/increasing safety, research and evaluation, and special events.
- Training opportunities related to traffic safety and/or professional development such as the Johns Hopkins University Summer Institute on Injury Prevention, SAS, and Geographic Information System courses.

**Position # NHTSA-14-03**

**Fellowship Training Area:**

*Impaired Driving and Occupant Protection*

**Fellowship Location:**

Department of Transportation Headquarters, Washington, D.C.

**Fellowship Activities:**

This Office has national responsibility for developing and improving traffic safety programs aimed at increasing seat belt and child restraint use and reducing alcohol- and drug-impaired driving, as well as distracted driving. The Office is responsible for demonstrating approaches and strategies for increasing seat belt and child restraint use and reducing impaired and distracted driving. The Office develops appropriate training (e.g., establishing alcohol interlock programs; child passenger safety technicians; anti-texting for government employees), provides technical assistance to states and communities to improve their traffic safety initiatives; tracks state legislative initiatives; and develops strategies to educate the public on traffic safety. The Office is also responsible for developing and testing new and innovative approaches to increase seat belt use, reduce alcohol- and drug-impaired driving and reduce distracted driving.

Opportunities for the fellowship may include:
Reviewing results from teen demonstration programs to identify what has worked, what has not worked well, and developing a strategy for future teen programs.

Analyzing/examining survey data from impaired driving, occupant protection, child passenger safety and distracted driving surveys to identify opportunities for program development.

Participating, with experienced professionals, in design, review and delivery of impaired driving, occupant protection and distracted driving programs.

Reviewing and tracking state legislative initiatives and responding to requests for assistance from NHTSA regional offices.

Reviewing data on specific topics to help the office better target its efforts to achieve maximum gain.

Participating in fellowship related meetings and conferences. Recent fellows have attended meetings of the American Public Health Association, Lifesavers (a highway safety conference), and the Transportation Research Board Annual Meeting.

Participating in field observations such as, site visits to a regional or state highway safety office, site visits to other federal agencies, focus group discussions, and training pilot tests.

Participating on teams and working with other NHTSA and Department of Transportation offices and staff on cross-cutting opportunities such as data analysis, technological approached for reducing problems/increasing safety, research and evaluation, and special events.

Training opportunities related to traffic safety and/or professional development such as the Johns Hopkins University Summer Institute on Injury Prevention, SAS, and Geographic Information System courses.

**Position # NHTSA-14-04**

**Fellowship Training Area:**

*Behavioral Safety Research*

**Fellowship Location:**

Department of Transportation Headquarters, Washington, D.C.

**Fellowship Activities:**

This Office has national responsibility for conducting applied research and evaluations of national, state, and local traffic safety programs; conducting behavioral research on the role of driver factors in crash avoidance; and identifying strategies for reducing traffic-related deaths and injuries. The Office conducts research and evaluation on a number of traffic safety issues including alcohol- and drug-impaired driving; safety belts and child restraint devices; speeding and aggressive driving; pedestrian, bicycle and motorcycle safety; traffic safety for older adults and novice drivers; driver licensing and education; emergency medical services; distracted and drowsy driving; and international road safety issues. The research and development programs conducted by the Office employ behavioral science, public health and human factors theories and accepted research practices to increase safe driving and to reduce injuries and death resulting from vehicle crashes.

Opportunities for the fellowship may include:

- Conducting literature reviews on specialized topics such as college programs to reduce impaired driving or methodologies for increasing responses to surveys.
 Analyzing survey data from impaired driving, occupant protection and pedestrian/bicycle safety surveys.
 Analyzing data from a large travel speed survey to identify the factors under which drivers speed.
 Participating, with experienced professionals, in design, review and evaluation of research studies on topics.
 Reviewing research reports and writing research summaries on traffic safety topics.
 Participating in fellowship related meetings and conferences. Recent fellows have attended meetings of the American Public Health Association, Lifesavers (a highway safety conference), and the Transportation Research Board Annual Meeting.
 Participating in field observations such as, site visits to a regional or state highway safety office, focus group discussions, and observation of research testing methodologies.
 Participating on teams and working with other NHTSA and DOT offices on cross-cutting opportunities such as data analysis, program development, and special events.
 Training opportunities related to traffic safety and/or professional development such as the Johns Hopkins University Summer Institute on Injury Prevention, SAS, and Geographic Information System courses.