**JOB OPENING IN EVALUATION AT CUNY URBAN FOOD POLICY INSTITUTUE**

The CUNY Urban Food Policy Institute at the CUNY Graduate School of Public Health and Health Policy seeks to fill a position with **either** a senior research associate **or** a post-doctoral fellow. Interested candidates should send cv, statement of interest and a brief writing sample by July 10 to Craig Willingham, Deputy Director at Craig.Willingham@sph.cuny.edu

**Senior Research Associate**

The CUNY Urban Food Policy Institute seeks a senior research associate to assist in the coordination and management of several evaluation studies of community food programs in New York City.  The Institute develops evidence that can advance equitable and intersectoral solutions to urban food problems and is located at the CUNY Graduate School of Public Health and Health Policy.  Candidates should have a graduate degree in public health, food policy or a related field and at least three years of experience managing community based research or evaluation on food or public health interventions in low-income, Black or Latino communities. Strong writing and project management skills and training and experience in the collection and analysis of survey and other forms of data are required. The position is open immediately and can be full or part-time (25-35 hrs/wk). Salary is based on experience and qualifications. Please send cv and statement of interest and experience and a brief writing or work sample by July 10 to Craig Willingham, Deputy Director at [Craig.Willingham@sph.cuny.edu](mailto:Craig.Willingham@sph.cuny.edu)

DUTIES WILL INCLUDE BUT NOT BE LIMITED TO:

As a Senior Research Associate under the direction of the Director of the CUNY Urban Food Policy Institute the candidate will assist in a range of research and evaluation activities for Institute Projects.

* Assist in evaluation and planning activities for the Institute including conducting literature reviews, developing logic models and evaluation tracking tools, conducting surveys, and summarizing evaluation findings for a variety of audiences.
* Develop guidance documents and training materials for Institute evaluation projects.
* Present and report on evaluation data and research findings to other academics, Institute partners, community leaders and residents to inform policy initiatives aimed at supporting healthy food projects.
* Analyze and summarize data related to ongoing Institute evaluation projects using SAS, R, and/or SPSS to support and guide strategic planning and community-based efforts.
* Oversee data entry and monitoring of activities.
* Prepare summary tables, figures, maps, and draft reports to present findings for publication and presentation to the public and other public health professionals.
* Assist in the development and implementation of relevant research and program evaluation activities for policy initiatives.
* Perform other Institute planning and evaluation tasks as necessary

**Postdoctoral Fellow in Food and Nutrition Evaluation**

The CUNY Urban Food Policy Institute seeks a postdoctoral fellow to coordinate and manage several evaluation studies of community food programs in New York City. The Institute develops evidence that can advance equitable and intersectoral solutions to urban food problems and is located at the CUNY Graduate School of Public Health and Health Policy. Candidates should have recently completed a doctorate (Ph.D., D.Ph., Ed.D.) in public health, planning, geography, education, or a related field and be interested in evaluation research. The ideal post-doc will have experience carrying out community based evaluation research on food or public health interventions in low-income, Black or Latino communities. Strong writing and project management skills are required in addition to training and expertise in qualitative and quantitative data collection and analysis are required. This is a non-teaching postdoctoral position but opportunities for teaching part-time within CUNY may be possible depending on academic and teaching experience. The position is open immediately and is full-time, though options for a part-time position will be considered. Salary or stipend commensurate with experience. Fellow will be mentored by Institute directors and faculty fellows in program and policy evaluation and assisted in publishing peer-reviewed articles. Please send cv, statement of interest and experience, and a writing sample by July 10th to Craig Willingham, Deputy Director at [Craig.Willingham@sph.cuny.edu](mailto:Craig.Willingham@sph.cuny.edu)

DUTIES WILL INCLUDE BUT NOT BE LIMITED TO:

As a Postdoctoral Fellow under the direction of the Director of the CUNY Urban Food Policy Institute the candidate will assist in a range of research and evaluation activities for Institute Projects.

* Assist in evaluation and planning activities for the Institute including conducting literature reviews, developing logic models and evaluation tracking tools, conducting surveys, and summarizing evaluation findings for a variety of audiences.
* Develop guidance documents and training materials for Institute evaluation projects.
* Present and report on evaluation data and research findings to peers, Institute partners, community leaders and residents to inform policy initiatives aimed at supporting healthy food projects.
* Analyze and summarize data related to ongoing Institute evaluation projects using SAS, R, and/or SPSS to support and guide strategic planning and community-based efforts.
* Perform data entry and monitoring of activities.
* Prepare summary tables, figures, maps, and draft reports to present findings for publication and presentation to the public and other public health professionals.
* Prepare and submit articles to peer-reviewed publications
* Assist in the development and implementation of relevant research and program evaluation activities for policy initiatives.
* Perform other Institute planning and evaluation tasks as necessary