

# Position Opening: Research Dissemination Coordinator

OHSU jobs site position number [2021-7937](#)

**Location:** On site at OHSU South Waterfront campus in Portland, OR, or telework from a remote location

**Salary range:** \$55,000 - \$70,000, depending on qualifications

## Position Description

The Dissemination Coordinator will provide high-level support for research communication, dissemination, and stakeholder/partner engagement activities at the Center for Health Systems Effectiveness, a 30-person OHSU center providing high-quality evidence to policymakers and others working toward a more sustainable health care system. The Dissemination Coordinator will represent the center in communications with internal and external partners to develop relationships that increase the center's reach and impact. The Coordinator will:

- Seek and maintain relationships with policymakers and other stakeholders for engagement on CHSE research direction and dissemination through individual contacts, mailings, and advisory groups.
- Plan and develop dissemination materials on CHSE research initiatives, including policy briefs, social media (including the center Twitter account), data visualizations, and web content.
- Develop a virtual platform for convening meetings and webinars of health-policy experts from around the country.
- Create and maintain CHSE website content using OHSU's content management system.
- Assist with reviewing, formatting, and submitting research reports and manuscripts.
- Develop and maintain CHSE's social media presence.
- Maintain contacts with OHSU colleagues in Media Relations, School of Medicine Communications, Government Relations, OHSU Foundation, and other partner teams.
- Carry out other research-related tasks.

## Required Qualifications

- Bachelor's degree in communications, journalism, writing, health studies, or other relevant field.
- Minimum two years' experience in a role involving some combination of professional writing, communications, program development, or similar functions.
- Experience communicating professionally with research faculty, organizational leaders, and community stakeholders.
- Ability to understand complex health-policy research topics and quantitative research methods and translate them into clear, policymaker- or lay-person-friendly language.
- Familiarity with social media content development.
- Familiarity with basic graphic design and data visualization principles.

## Preferred Qualifications

- MPH or master's degree in communications, health policy, public administration, or related field.
- Experience writing and preparing dissemination materials on scientific or health-care related research.
- Experience creating social media content.

- Data visualization and graphic design experience.
- Experience coordinating advisory committees and running stakeholder meetings.
- Experience coordinating with vendors (graphic design, editing, etc.).
- Web content management experience.
- Proficiency with Adobe products, including InDesign, Illustrator, and/or Photoshop.
- Knowledge of basic website design and content development within a content-management system.
- Graphic design skills.
- Photography skills.
- Knowledge of health disparities and the factors that cause them, along with application of DEI principles in academic and health-systems settings.
- Spanish/English bilingualism.

## About CHSE

Our mission is to provide the analyses, evidence and economic expertise to build a better and more sustainable health care system. To achieve our mission, we combine state-of-the-art analytic methods, a variety of data sources, and innovative approaches to data visualization and communication.

We continuously strive to do great work and to be a great place to work. Our dynamic team includes faculty and research staff with varied academic backgrounds and experience. We are committed to continuing education and professional growth, as well as to diversity and providing a welcoming, inclusive work environment.

To learn more about CHSE go to [www.ohsu.edu/chse](http://www.ohsu.edu/chse).

## To apply

Submit an application via the [OHSU jobs website](#)

