Housing for Health
Graduate Student Evaluation Support Position

Position duration: Sept-Dec 2019
Estimated hours: 100
Stipend: $1500
Positions available: 2
Location: Wallace Medical Concern (Rockwood and/or Gresham)
Hours: Flexible, by arrangement. Primarily 8-5 Mon-Fri. May also include some evenings and weekends.

The Wallace Medical Concern (WMC) is seeking two graduate students to assist in evaluating the Housing for Health program. This is a great opportunity for students looking for hands-on experience with research and evaluation. Students will support the lead evaluator in conducting an annual assessment of the program. Tasks include conducting qualitative focus groups and interviews with program participants and service providers; gathering data from program records and medical records; participating in data analysis and interpretation; and preparing a report on the evaluation.

Students will be working closely with the WMC Housing Navigator of the Housing for Health program, the Housing for Health Lead Evaluator, and PSU Associate Professor of Practice Lisa Hawash.

Wallace Medical Concern:
Wallace Medical Concern is a full-service medical “home base” community clinic for individuals and families. Serving a large Latino population, and an ever growing diverse multicultural, bilingual, and bicultural community of patients, Wallace Medical Concern believes that everyone deserves high-quality health care. Serving insured

Housing for Health Program:
The Housing for Health program is a collaborative initiative created from a partnership between Wallace Medical Concern, LifeWorks Northwest, Home Forward, JOIN, and the Coalition of Community Health Clinics. Housing for Health is a supportive housing program that places families into permanent subsidized housing and provides medical, mental health, and other services to promote housing stability and health.

Student activities:
- Support lead evaluator in conducting yearly evaluation
- Plan, schedule, and facilitate focus groups and interviews with participants and providers
- Perform data abstraction from program records and medical records
- Perform quantitative and qualitative data analysis
- Assist in writing yearly evaluation report
- Other duties as assigned

Responsibilities:
- Engage and interact with program participants in a respectful and non-judgmental way
- Respect privacy, adhere to HIPAA guidelines, and keep information about participants strictly confidential
- Follow principles of ethical human subjects research
Required qualifications:
- Current graduate student in social work, public health, or related field
- Completion of at least one graduate level research course or waiver exam, or equivalent work experience
- Knowledge of Microsoft Office (especially Excel)
- Strong writing and editing skills
- Interest in program evaluation, housing, and/or community health

Preferred qualifications (not required):
- Fluent in Spanish
- Experience working alongside culturally specific communities and marginalized groups, or lived experience around issues of poverty
- Previous research or evaluation experience, especially experience conducting qualitative interviews or focus groups
- Previous experience with housing programs or community health clinics
- Previous experience using EPIC medical record system

Other requirements before beginning position:
- Complete online CITI Human Subjects Research Training or NIH Human Subjects Protections Training (3-5 hours)
- Complete online and in-person Wallace Medical Concern orientation (8 hrs)
- Complete Wallace Medical Concern background check

To apply:
Email your resume (no more than 2 pages) and a cover letter explaining why you are interested in this position and what you hope to get out of this role to:

Christine Sanders, MSW
The Wallace Medical Concern
124 NE 181st Ave Suite 103 Portland, OR 97230
christines@wallacemedical.org

Timeline:
April 12 Applications are due
April 22-26 Qualified candidates interviewed via video conference
May 6-17 In-person interviews with final candidates
May 27-31 Final candidates will be informed of selection