

2023-24 Texas Public Health Fellowship



TEXAS
Health and Human
Services

Texas Department of State
Health Services

Fellowship Description: Fiscal Support & Oversight, Fiscal Compliance Fellowship
Fellowship ID#: 2023020

Fellowship Details

Host Site Organization Name: Texas Department of State Health Services

Host Site Division/Program: Deputy Commissioner Division, Fiscal Support & Oversight

Fellowship Name/Title: Fiscal Compliance Fellowship

Host Site/Fellowship Location: 1100 West 49th Street, Austin, TX 78756

Host Site Workplace Setting: Combination of onsite and virtual

Primary Fellowship Topic: Health Policy and Management

Secondary Fellowship Topic: None

Sub Disciplines:

Policy Development

Financial Management

Public Health Skill Areas:

Management and Finance

Data Analytics and Assessment

Communication

Fellowship Overview and Salary

Annual Salary	\$40,000	Percentage of Travel	5%	Benefits eligible?	Yes
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Mission/Primary goals of FSO: Our area provides oversight of DSHS funds and financial technical assistance to internal and external stakeholders.

Fellow projects, responsibilities, activities and/or deliverables: The Fellow will perform policy and data analysis to support FSO performance metrics and monitoring plans. Work includes analysis of contract data and financial records. The Fellow will develop and deliver presentations based on the data analysis results, and on various financial topics in public health to individuals and groups. Activities will include creating, using and modifying educational materials for diverse audiences, including those without extensive financial background. The Fellow will organize and update training and reference materials, including recommending updates to the FSO website, and will work to establish sustainable partnerships in the Agency and community. Deliverables include summary reports on research topics and a PowerPoint presentation at a quarterly meeting.

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Required Applicant Qualifications

(The following qualifications are REQUIRED. Do NOT apply to this position unless you currently meet or plan to meet these requirements by the start of the Fellowship, June 1, 2023.)

Required certification/license:

No requirement

Ability to Speak in Spanish:

No Requirement

Ability to Write in Spanish:

No Requirement

Preferred Educational Qualifications

(The following preferences are guidelines provided by the Host Site. These are NOT requirements. Host Sites prefer that applicants have completed or are currently working toward these.)

Preferred Level of Education: Bachelor's degree

Preferred Training/Courses/Degree:

Finance or other business courses

Excel skills

Data analysis skills

Preferred Specialized and Technical Skills

(The following skills will be a focus during this particular Fellowship position. If you have or are interested in developing data analysis skills or building technical skills in the software listed below, this could be a good Fellowship position for you.)

Data Analysis Skills:

Somewhat Skilled: has done Data Analysis in coursework, but not applied Data Analysis in the real world

Statistical Software:

Excel

Skill Level with Statistical Software:

Somewhat proficient-has come experience using the software, but needs guidance or more training

Other Software:

No Preferences