The Center for Surgery and Public Health
At Brigham and Women’s Hospital

The Center for Surgery and Public Health (CSPH), founded in 2005 at Brigham and Women’s Hospital, is a joint initiative of Harvard Medical School (HMS) and the Harvard T.H. Chan School of Public Health. CSPH’s mission is to advance the science of surgical care delivery by studying effectiveness, equity, and value at the health system and population levels; to inform policy; and to provide support for faculty and trainees committed to excellence in surgical Health Services Research (HSR).

Mission
CSPH’s mission is to advance the science of surgical care delivery by studying effectiveness, equity, and value at the health system and population levels; to inform policy; and to provide support for faculty and trainees committed to excellence in surgical Health Services Research (HSR). CSPH has world-class faculty, excellent trainees, outstanding staff and a spectacular physical location. We’re seeking top talent to propel our trajectory as leaders in surgery and public health. Below is an overview of our current open research staff positions.*

Goals
CSPH has identified specific goals to ensure its strategic development in the areas of research, mentorship, and training aligns with its mission:

- **Expand and Disseminate Knowledge**: Identify best practices in surgical care delivery through population-based outcomes research, comparative effectiveness research, innovations in education, and implementation science.

- **Transform Practice**: Demonstrate how implementation of best practices can deliver surgical care that is safer, more patient-Centered, and of higher quality and value.

- **Train Future Leaders**: Attract highly motivated and talented researchers and vigorously promote the education of tomorrow’s leaders in the science of surgical care delivery.

- **Engage the Larger Policy Community**: Build partnerships at the local, regional, national, and international levels to achieve our vision. Establish CSPH as a source of policy generation.

- **Build a Culture of Excellence**: Enable faculty to achieve success by establishing an environment of empowerment, constant improvement, support, and accountability.

Open Staff Positions Include the Following:

- **Senior Data Manager**
  The senior data manager will assess and cultivate strategic goals for data collection, development, management, analysis, and reporting in conjunction with data users to include CSPH Faculty, fellows,

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trainees, and other key stakeholders. This position will develop and manage the CSPH’s centralized server infrastructure housing large data sets used in the Center’s health services research programs. This position will work with CSPH fellows and trainees to enable the effective utilization of available data for project conception, development and aims. The senior data manager will refine current data processes and leverage solutions to improve data quality issues and ensure data consistency and integrity. Finally, the senior data manager will design and manage data storage improvement and growth projects, as well as plan and implement capacity and resource expansion to ensure data storage scalability.

- **Biostatistical Programmer**
  The biostatistical programmer manages, coordinates, and performs data- and programming-related activities for health services research studies examining the science of surgical care delivery. The programmer serves as the analytical lead for study design, programming, and data analysis for surgeon/investigators and their research teams. The programmer is responsible for overseeing large retrospective databases as well as prospective data management. The position helps maintain the integrity of analytic databases. He or she ensures that the project is proceeding according to plan and helps develop recording systems to track the flow of data accurately and in a timely fashion. The programmer determines programmatic approaches to research projects and writes SAS programs that are flexible, reusable, scalable, computationally efficient and easily maintainable. These research projects require high-level communication skills for effective collaboration with investigators, project managers and other programmer/analysts within the Brigham and Women Hospital, Partners, and Harvard communities as well as with CSPH’s external collaborators.

- **Research Specialist, Grant Writing and Development**
  The research specialist will support CSPH investigators through all phases of the research proposal process, partnering with investigators from the time of project inception through research protocol and proposal development and submission, as well as the dissemination and reporting of findings. In consultation with CSPH investigators and senior management, the Research Specialist will assist in writing, reviewing, and revising proposals to federal, foundation, and other sources of funding. The research specialist will work closely with senior management and program staff to submit funding proposals within strict grant guidelines and deadlines. He/she will research and draft persuasive, succinct research documents using statistics and correlate funding opportunities with center needs. He/she will work with Principal Investigators to conceptualize and create diagrams, figures, and tables for proposals, manuscripts, abstracts, and other research deliverables. Responsibilities will also include drafting letters of intent, letters of inquiry to foundations and other potential funding sources in support of the CSPH’s funding plan. The research specialist will be a resource for manuscript development and provide content for other research deliverables such as progress reports.

- **Research Specialist, Program in Patient-Oriented Policy and Practice**
  The research specialist will participate as a member of a research team including physicians and social scientists to provide analytical, research development, and administrative support on a variety of specific research projects and on multiple tasks. The role will provide overall strategic, day-to-day management to ensure critical deliverables adhere to project timelines. Key responsibilities include activities in the following areas: organization of study start-up (writing, literature searches, electronic data collection tools, broad study organization), oversight of the development of study protocols and data management, coordination of all team meetings and preparation of documents and reports to the Institutional Review Board; as well as dissemination of findings including manuscript and presentation development. He/she will support the research team in conducting focus groups, stakeholder engagements, case studies, and surveys and facilitating other research related meetings. He/she may conduct basic analyses of qualitative and quantitative data, or work
with statistical programmers for advanced analyses. The research specialist will facilitate the
development of grant proposals and coordinate various elements involved in grant submissions to
third-party entities. He/she will perform special projects or other related duties as identified by PI.

- **Project Manager**

The project manager will coordinate all phases of the research process and will assist in the creation
of appropriate infrastructure necessary to support program development. He/she will effectively
 collaborate with faculty, fellows and study team to facilitate project goals. The role will provide
overall strategic, day-to-day management to ensure critical deliverables adhere to project timelines.
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literature searches, electronic data collection tools, broad study organization), oversight of the
development of study protocols and data management, coordination of all meetings and preparation
of documents and reports to the Institutional Review Board; dissemination of findings including
manuscript and presentation development. The project manager will be responsible for a variety of
research development and administrative activities; including developing grant proposals and
coordinating various elements involved in grant submissions to third-party entities. He/she will
review, evaluate and make verbal or written reports and perform special projects or other related
duties as identified by relevant PI and CSPH Director.

*Please note that salaries for all positions are commensurate with experience and expertise. Brigham
and Women’s Hospital is an EEO, AA and VEVRAA employer.

To apply for all positions, please contact CSPH Administrative Director Tammy Ballard at
tgilsonballard@partners.org

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Research Interests
Our research improves clinical, administrative, and policy decision-making to ensure the provision of high-quality, efficient, and above all safe patient care domestically and in resource-limited settings. Our HSR focus includes the following areas:

- **Healthcare Disparities and Qualitative Research**: identifies determinants of and reduces incidence of disparities/inequalities in surgical care
- **Program in Patient Oriented Policy and Practice (PPOPP)**: focuses on generating and implementing policies that encourage the use of best practices in health services settings, incorporate sustainable financing models, and foster a health care system that is affordable and accessible to all
- **The Comparative Effectiveness and Provider Induced Demand Collaboration**: a new portfolio of work involving emerging sectors and new stakeholders to advance patient-centered priorities and strengthen the impact of our research on policy and practice of surgical care
- **Quantitative and Qualitative Science Cores in HSR**: provide an essential component of the scientific basis for our health services portfolio. Our expertise includes epidemiologists, health economists, and doctoral level biostatistics. Our qualitative expertise incorporates social sciences elements from the perspective of patients/study participants in order to understand values, and motivations that underlie behaviors impacting surgical care and outcomes.
- **Appropriateness of Care**: focuses on determining the appropriateness of patients' care, promoting awareness of the benefits of palliative care among surgeons, and facilitating end-of-life conversations
- **Global Surgery and Public Health**: addresses the issues of surgical access, quality, and outcomes in resource-poor settings with a focus on improving systems of care and developing infrastructure for the sustainable delivery of surgical care
- **Education and Training**: focuses on the core areas of simulation, faculty development, and workforce

Benefits of Working at CSPH
As a CSPH employee, you will enjoy the following benefits:

- The opportunity to work alongside word-class surgeons and leaders in the fields of academic surgery and public health.
- A fast-paced environment at Brigham and Women's Hospital, an international leader in virtually every area of medicine and the site of pioneering breakthroughs that have improved lives around the world.
- A chance to build your career trajectory and expand your professional network.
- Partners HealthCare’s unique benefits package, which include: medical, dental, and vision coverage; reimbursement for qualifying computer purchases; adoption; fitness memberships; gym equipment; weight loss programs, financial planning; tuition assistance; childcare options; and other perks.
- A new home in Boston, MA; a vibrant city renowned for its cultural facilities, world-class educational institutions, champion sports franchises, as well as its place at the forefront of American history.

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