

Data Analyst, Bureau of Primary Care Access and Planning

(City Research Scientist II)

The Bureau of Primary Care Access and Planning (PCAP) is responsible for devising and implementing policy, program and research interventions that maximize health insurance coverage and reduce barriers to health care access for vulnerable populations served by the NYC Department of Health and Mental Hygiene. This Bureau also closely tracks health care reform in NYC with an eye towards policy developments that will impact the organization's mission.

PCAP has been awarded various grants to assess primary care access, including barriers and motivations to enrollment in insurance both before and after the NYS Health Benefit Exchange and disruptions to primary care services during recovery from major disasters. These projects will help the NYC Department of Health and Mental Hygiene, policymakers and other stakeholders understand what policy, messaging, and operational changes are needed to ensure that the mechanisms and processes for primary care coverage for New Yorkers are of maximum effectiveness.

Job Description

The City Research Scientist will:

- Provide input on data collection and data management of various research projects
- Provide input on survey design and methodology
- Conduct data quality assurance activities, including data cleaning and recoding
- Conduct data analyses for reports, data requests, and special projects as needed
- Work with the Bureau's leadership to provide guidance on best practices to support planning and policy development
- Prepare written analysis plans, reports and presentations
- Assist with preparing scientific manuscripts for publication

Preferred Skills and Knowledge

Strong research and analytical skills are necessary. The position requires excellent written and oral communication skills and proficiency in Microsoft Word, Excel, Outlook and PowerPoint. Proficiency with SAS, SPSS or other statistical analysis package is also preferred. The candidate should be able to work both independently and collaboratively in a team with a diverse group. Work experience in or knowledge of healthcare systems, health care reform, and public health insurance programs such as Medicaid and the Children's Health Insurance Program (CHIP) a plus.

Qualification Requirements

To be appointed to City Research Scientist Assignment Level II, candidates must have:

1. A doctorate degree from an accredited college or university with specialization in an appropriate field of physical, biological, environmental or social science and one year of full-time experience in a responsible supervisory, administrative or research capacity in the appropriate field of specialization; **or**
2. A master's degree from an accredited college or university with specialization in an appropriate field of physical, biological, environmental or social science and three years of responsible full-time research experience in the appropriate field of specialization; **or**
3. Education and/or experience which is equivalent to "1" or "2" above. However, all candidates must have at least a master's degree in an appropriate field of specialization and at least two years of experience described in "2" above. Two years as a City Research Scientist Level I can be substituted for the experience required in "1" and "2" above.

Salary range: \$63,662 to \$79,899.