

Elevate: A Policy Lab to Elevate Mental Health and Disrupt Poverty

Job Opportunity: Special Assistant

Elevate

Yale University School of Medicine

With support from the Child Study Center and Department of Psychiatry, Dr. Megan Smith (as Principal Investigator) and Katherine Klem Gaztambide (as Executive Director) are creating a new policy lab housed in the Yale School of Medicine called Elevate. Elevate's mandate is to work with government partners to elevate mental health as a strategy to disrupt poverty.

Elevate seeks two Special Assistants, reporting to the Executive Director. As Special Assistant, you will have the opportunity to fill an unusual level of responsibility for someone who has so recently graduated from college, given the momentum of Elevate and its trajectory for quick growth. Examples of responsibilities you may have include creating research briefs on organizations, government agencies, and individual leaders in the fields of mental health, poverty, and public safety nets (e.g., TANF); participating in interviews with organizations that have significantly improved individual lives or are otherwise leading the field; researching and identifying the most applicable templates for business plans and revenue models; analyzing public policy and public programs; drafting materials for replicating an evidence-based mental health intervention; aiding in the development and/or submission of grant proposals; contributing regularly to social media platforms related to Elevate; and taking care of administrative needs of the team. Responsibilities can grow commensurate with demonstrated talent and drive. You will also have the opportunity to learn about program evaluation; poverty and health policy; and the workings of government from nationally renowned faculty and a former Senior Policy Advisor of the Obama White House.

We seek a Special Assistants who can start as soon as possible, ideally by May 23, 2019. A two-year commitment to the position is preferred. (This role will technically be a Postgraduate Associate at Yale.)

Qualifications:

- BA/BS in psychology, pre-med, policy, government, business, or related field
- Highly motivated, meticulously organized, strong work ethic, fast learner
- Strong communications skills including those relevant for social media platforms
- Demonstrated ability to take initiative, direction, and correction
- GPA > 3.5

Applications will be continually reviewed until the positions are filled. Interested applicants should send their cover letter, CV, and contact details for two recommenders to katherine.klem@yale.edu.

Website: <https://medicine.yale.edu/childstudy/about/jobs/postgrad/innovation.aspx>

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