



MISSISSIPPI STATE DEPARTMENT OF HEALTH

Public Health Program Specialist III, MS09 (Part-time)

This position will be referred to as a Data Abstractor. Under the direct supervision of the Injury and Violence Prevention Bureau Director, this position supports the Department of Health's mission to protect and advance health throughout Mississippi by collecting information on the circumstances of violent deaths through the National Violent Death Reporting System (NVDRS). NVDRS is a Centers for Disease Control and Prevention (CDC) surveillance system. In this position, the individual will serve as a data abstractor for MS-VDRS, the Mississippi component of the NVDRS. This position abstracts specific information from medical examiners, coroners and law enforcement agencies that report on the circumstances of violent deaths following the CDC guidelines and works closely with data partners to ensure quality data and apply improvement strategies as needed. Assists MS-VDRS project staff to facilitate communication between medical examiners, coroners, and law enforcement to ensure that all pertinent case load information is accessible. Assists with outreach efforts to identify new partnerships for program collaboration and participation.

Pay Rate: \$20.92/hour

Schedule: 20 hours/week

Location(s): (1) Hinds County

Preferred Qualifications: Law enforcement experience is preferred as applicants should note this position examines graphic and violent death content during abstraction. Typically requires a Bachelor's degree from an accredited four-year college or university in epidemiology, public health, statistics, biostatistics, health planning, or health care administration; Four (4) years of experience directly related to the described duties. Ability to collect and assemble information in a clear and concise manner. Ability to maintain strict confidentiality of protected health information (PHI).

What you'll need to be successful: Excellent technical, communication and organizational skills.

To learn more about the Mississippi State Department of Health, please visit our website @ <http://www.msdh.state.ms.us/>.