

**Associate in Research**  
**Center for Policy Impact in Global Health**  
**Duke Global Health Institute**

The Duke Global Health Institute (DGHI) was created to address health disparities in our local community and worldwide. Recognizing that many global health problems stem from economic, social, environmental, political and health care inequalities, DGHI brings together interdisciplinary teams to solve complex health problems and to train the next generation of global health scholars.

On December 1, 2016, DGHI launched an innovative policy lab, The Center for Policy Impact in Global Health (<http://centerforpolicyimpact.org>), which aims to address critical challenges in the financing and delivery of global health by informing key debates, decision-making, and policy formulation at global and country levels. In its first years of operation, the Center's analytic work and policy dialogue/engagement focuses on three important gaps in global health financing (see <http://centerforpolicyimpact.org/our-work>):

- A gap in financing crucial but neglected “global functions” of health aid (e.g. global health R&D, pandemic preparedness, and fostering global health leadership and stewardship)
- A “middle income gap” that can arise when countries graduate from development assistance for health (DAH)
- A domestic health financing gap in low- and middle-income countries (LMICs).

Within Duke, the Center's key partnership is with the Public Finance Group in the Duke Center for International Development (DCID; see <http://dcid.sanford.duke.edu/>). Beyond Duke, it collaborates with academics and think tanks worldwide working in the field of global health and development policy. The Center's work on domestic health financing in LMICs is being conducted in partnership with state and federal governments, colleagues at the international financial institutions, and in-country think tanks; this country work focuses on Ethiopia and three states in India (Assam, Karnataka, and Uttar Pradesh).

Since its launch, the Center has embarked on an ambitious program of policy analysis, coupled with policy engagements. This program includes estimating the costs of fully funding critical global functions; exploring new mechanisms to mobilize resources to close funding gaps for these functions; understanding the relationship between health aid flows and health needs in graduating middle-income countries; and examining the capacities of LMICs to raise additional financing for health. An advisory working group, chaired by Larry Summers at Harvard University, guides the Center's work on global functions.

The Center is increasingly playing a convening role. For example, it hosted a workshop (co-

hosted with CEPI, the Coalition on Epidemic Preparedness Innovations) at the National Academy of Medicine, Washington, DC, USA, on financing international collective action for epidemic and pandemic preparedness. The workshop led to a report delivered to the G20; the recommendations were also published in *The Lancet Global Health* (see [http://www.thelancet.com/journals/langlo/article/PIIS2214-109X\(17\)30203-6/fulltext](http://www.thelancet.com/journals/langlo/article/PIIS2214-109X(17)30203-6/fulltext)).

The Center's Director is now seeking a masters' level **Associate in Research** who must have expertise/experience in global health financing and policy; a firm understanding of the key health financing institutions (bilaterals, multilaterals, and foundations); and strong quantitative and qualitative research skills. The position, which begins immediately, will involve a combination of research; analysis; evidence appraisal and synthesis; brief and report writing; and administrative, communications, and outreach activities. The Associate in Research will play a major role in liaison between the Center and its international partners.

The key responsibilities, and the estimated time spent on each, are as follows:

### **1. Analytic support (approx. 40%)**

- Conducting landscape analyses relating to the Center's research activities
- Managing a one-year "deep dive" policy study, that kicked off in November, 2017, focusing on (a) ways to improve the global institutional architecture for financing product development for poverty-related and neglected diseases, and (b) developing one or more innovative mechanisms to mobilize additional financing. This work will include stakeholder analysis; scenario modelling for different financial mechanisms; synthesizing lessons from relevant literature; and conducting individual and focus group interviews.
- Contributing to the Center's analytic work on the middle-income health financing gap, in partnership with AidData at the College of William & Mary (<http://aiddata.org/>)
- Supporting the Director in conducting analysis, research, and evidence synthesis to address specific strategic and policy questions—such support may include analyzing trends in DAH; conducting rapid literature reviews; gathering relevant epidemiological data (e.g. from the World Development Indicators database); and developing data-rich graphics and tables
- Working closely with the Director to draft Policy Briefs, in-depth Policy Papers, and slide decks for in-person briefings
- Using creativity and ingenuity to gather hard-to-find data, including liaising and collaborating with ministries of health and finance, multilateral financing agencies (e.g. Global Fund, GAVI, the Vaccine Alliance), and other relevant institutions to gather relevant data
- Liaising with the Center's partners in the US, Europe, and worldwide on analytic projects, e.g. sharing datasets and participating in weekly team calls to discuss analyses.

## **2. Administrative and project management support (approx. 30%)**

- Helping to develop meeting agendas, scheduling and coordinating in-person meetings and teleconferences, preparing meeting materials (including handouts and slides), taking minutes of meetings, and managing follow-up communications
- Supporting travel arrangements
- Budget reconciliation and oversight
- Providing logistical and administrative support for in-person policy briefings, e.g. to bilateral aid agencies in Washington DC or to ministries of health/finance in low- or middle-income countries
- Developing and managing a repository of articles/papers (e.g. using Box and Zotero/Endnote) that are relevant to the Center's work
- Supporting the coordination of the Center's activities with those of other initiatives at Duke (e.g. the Evidence Lab, Duke Center for International Development) and with external events (e.g. international conferences or meetings).

## **3. Communications and advocacy (approx. 30%)**

- Assisting the Director in developing, implementing, and regularly updating an overarching communications and advocacy plan to (a) publicize the Center's events, activities, and publications, and (b) advocate for the Center's work and goals more broadly
- Developing, managing, and regularly updating the Center's website, including posting news and forthcoming events; ensuring that the Center's website's design features are compliant with Duke's style guide
- Researching, drafting and editing content for the website (e.g. drafting a short post about a new Center for Policy Impact paper); soliciting user feedback to ensure that the website remains relevant and valuable to the Center and its constituencies; creatively identifying new opportunities to use the Center's online presence to promote its work and goals
- Contributing tweets about the Center
- Assisting the Director in managing the distribution of the Center's publications and products
- Staying informed on global health and development progress, announcements, news, country updates and global policies that are relevant to the work of the Center for Policy Impact; taking initiative in determining and building new opportunities to advocate for the Center's work.

Strong candidates will bring:

- experience in searching for, appraising, and synthesizing evidence
- a background in health economics and financing
- ability to carry out cost-benefit analyses and financial modeling
- qualitative research skills (e.g. designing surveys, conducting stakeholder interviews)
- strong organizational, administrative, and project management skills
- exceptional writing and communications skills (including skills in writing policy briefs and giving verbal briefings)
- strong computer and database management skills, and
- a deep understanding of the global health policy landscape, particularly as it relates to multilateral and bilateral health and development financing.

The work environment is likely to be fast-paced, rapidly-evolving, and highly results-driven.

The ideal candidate will be self-motivated and will be able to work independently, especially during periods when the Director is on duty travel.

The Associate in Research must have at least a master's degree in global health, public health, international development, public policy or a related discipline, and must have at least three years of relevant professional experience. Experience working at a global health or development agency (e.g. the World Bank, IMF, the Global Fund, GAVI, USAID) or in a ministry of health or finance would be preferred.