



# State of New Jersey

NEW JERSEY MATERNAL AND INFANT HEALTH INNOVATION AUTHORITY  
P. O. Box 101  
TRENTON, NEW JERSEY 08608-0101

PHILIP D. MURPHY  
*Governor*

TAHESHA L. WAY  
*Lt. Governor*

Lisa A. Asare  
*President & CEO*

## Vacancy Announcement

<b>Posting Number:</b> Governor's Fellow	<b>Posting Issued:</b> 5/23/2024	<b>Closing Date:</b> 6/14/2024
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<b>Title:</b> Governor's Fellow	<b>Number of Vacancies:</b> 1
<b>Location:</b> Maternal & Infant Health Innovation Authority 225 East State Street, 2 <sup>nd</sup> Floor Trenton, NJ 08608	<b>Salary:</b> \$75,000 <b>Workweek:</b> 35 hours

### **DESCRIPTION OF POSITION:**

In July 2023, Governor Murphy signed S3864, also known as the "New Jersey Maternal and Infant Health Innovation Center Act", which created the New Jersey Maternal and Infant Health Innovation Authority (MIHIA), the first of its kind in the nation. MIHA is tasked with overseeing the New Jersey Maternal and Infant Health Innovation Center (MIHIC) based in Trenton and will be the government entity that continues the vital work of Nurture NJ for years to come. Nurture NJ is the statewide program that was launched by First Lady Tammy Murphy in 2019 to reduce the maternal and infant mortality epidemic in New Jersey and ensure equitable care among women and children of all races and ethnicities.

MIHIA officially launched March 27, 2024. MIHIA will lead the State's efforts to coordinate, promote, and implement education, policymaking, research, innovation, and perinatal workforce development, among other things, with a particular focus on eliminating racial disparities in maternal and infant health outcomes.

MIHIA seeks a highly motivated fellow to collaborate with MIHIA's staff in the development and implementation of maternal health initiatives for the state. The successful candidate will work with a team of enthusiastic and driven professionals who are passionate about developing and executing forward-thinking solutions to support moms, infants, and families in New Jersey. He/she will gain first-hand experience working within MIHIA and will perform important and meaningful work duties to advance maternal health equity, to include the areas of workforce development and innovation.

**NOTE:** Participation in the program shall not exceed one year.

## **Essential Fellow Duties and Responsibilities**

- Participate in meetings and other relevant events with external maternal health stakeholders including universities, nonprofits, government agencies, etc.
- Perform research to assist with the development of new program concepts for the MIHI Center.
- Conduct literature reviews, gathering data, and analyzing information related to maternal health issues, including relevant policies, interventions, and best practices.
- Participate in monitoring and evaluation activities to assess the effectiveness and impact of MIHIA's programs and initiatives, potentially through data collection, surveys, or focus groups.
- Develop project reports and presentations as assigned by MIHIA manager.
- Promotes teamwork and communication to encourage an interactive, cooperative, collaborative, and customer focused work environment among MIHIA staff, and external partners.
- Attend MIHIA's monthly board meetings, as appropriate.
- Performs other duties and special projects, as assigned.

## **REQUIREMENTS:**

- Skills in research, writing, organization, and data entry.
- Excellent oral and written communication skills and stakeholder relationship management skills.
- Strong attention to detail and analytical skills.
- Strong initiative and self-starter attitude, comfortable working independently.
- Interest in maternal health, public health, public policy, public-private partnerships, and/or government.
- Ability to communicate effectively both verbally and in writing; proficient in grammar, spelling and editing; and foster communications with business professionals and MIHIA staff.
- Ability to prioritize workload, must be highly organized, detail-oriented, handle various tasks simultaneously and work independently within limited time constraints with little or no supervision.
- Must be able to maintain confidentiality and deal effectively and diplomatically with business professionals and MIHIA staff.
- Proficiency in Microsoft Office Suite and the ability to learn new software packages.

**EDUCATION:**

- Graduation from an accredited college or university with a Master's degree and a combination of established excellence in academics and/or professional achievement; proven leadership ability and potential for further growth; demonstrated commitment to public service; effective written communication skills as demonstrated by writing assignment; evidence of effective teamwork.

**EXPERIENCE:**

- Knowledge or experience around maternal and infant health, health equity, community development and/or social determinants of health preferred

**NOTE:**

\*SAME Applicants: If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME Program visit their Website at: <https://nj.gov/csc/same/overview/index.shtml> , email: [SAME@csc.nj.gov](mailto:SAME@csc.nj.gov) , or call CSC at (609)292-4144 option 3.

\*\*Effective September 1, 2011, all employees of State and local government must reside in the State of New Jersey, unless exempted under the law. If you already work for State or local government as of September 1, 2011, and you do not live in New Jersey, you are not required to move to New Jersey. However, if you begin your office, position, or employment on September 1, 2011 or later, you must reside in New Jersey. If you do not reside in New Jersey, you have one year after the date you take your office, position, or employment to relocate your residence to New Jersey. If you do not do so, you are subject to removal from your office, position, or employment.

**INSTRUCTIONS TO APPLY**

**If you qualify and are interested, please submit the documents listed below by 5:00 pm, June 14, 2024:**

- Cover letter/Letter of interest
- Resume
- Proof of degree (unofficial transcript reflecting the date the degree was awarded or copy of diploma)

**Email address: [info@njmihia.gov](mailto:info@njmihia.gov)  
(Please list "GOVERNORS FELLOW" in the Subject Line)**

Submissions must be received timely to the email address listed above in order to be considered. Failure to submit all required documents may result in an ineligibility determination. Interviews will be granted on the basis of the resume.