

Yale University

President's Public Service Fellowship

Proposal for Fellowship Placement Summer 2023

Organization information

<i>Name of organization</i>	SalivaDirect, Yale School of Public Health
<i>Full street address</i>	Yale School of Public Health, LEPH 823 60 College St New Haven CT 06510
<i>Website or link to social media page</i>	https://ysph.yale.edu/salivadirect

PPSF Fellow's direct supervisor

The supervisor must be available to supervise Fellow on a daily basis.

<i>Name</i>	Brittany Choate
<i>Title</i>	Program Manager
<i>Cell phone number</i>	4807668127
<i>E-mail address</i>	brittany.choate@yale.edu

Placement dates (8-11 weeks between Tuesday, May 30, 2023 through Friday, August 11, 2023)

Tuesday, May 30, 2023 through Friday, August 11, 2023

Are placement dates flexible? Are there any dates on which your Fellow must work?

Yes, dates are flexible. No, there are no dates required.

Proposed work schedule (*work week should equal and not exceed 37.5 hours per week*)

Candidates may work up to 37.5 hours/week; we do ask that they at least meet a minimum of 15 hours/week.

Organization description (*mission statement, population served. 1,000 characters or less*)

SalivaDirect is a National Saliva Diagnostics Initiative advancing its open-source PCR protocols to support laboratory partners with a streamlined, easily deployable platform that facilitates the sensitive detection of SARS-CoV-2. SalivaDirect is a not-for-profit within the Yale School of Public Health committed to championing the use of saliva as a high-quality, affordable solution for the equitable testing of COVID-19 and other infectious diseases.

Currently, 200 CLIA laboratories are designated under the Yale EUA to deploy the SalivaDirect COVID-19 protocol in 42 states and territories, resulting in the provision of more than 7.8 million PCR tests to date. SalivaDirect also has been independently validated in 12 countries worldwide.

Learn more about SalivaDirect and how to join its National Laboratory Network at www.salivadirect.org.

Write a 1-2 sentence summary of the work that the Fellow would be conducting (500 characters or less).

SalivaDirect is working to expand national and international partnerships - from increasing the number of labs using the SalivaDirect testing protocol to expanding business partnerships. Successful candidate(s) would be responsible for assisting in activities that enhance the reach, breadth, and longevity of the SalivaDirect Initiative and work toward the mission of using salivary diagnostics to increase access to affordable and equitable infectious disease testing.

Write a more complete description of the specific project you propose and list the duties/outcomes expected of the Fellow.

Program Associates will work under the direction of/report to the SalivaDirect Program Manager and/or SalivaDirect Business Development & Strategic Partnerships Manager. This position is primarily remote work and requires occasional virtual training, use of technology, and a working knowledge of collaborative online tools (e.g. Google Docs, Teams, and Zoom).

Core responsibilities:

- Responsibilities may include reaching out to prospective labs, working with existing lab partners to strengthen relationships and gather key data

points; managing media channels/coordinating online media outreach activities, designing outreach materials, maintaining website pages; building/maintaining databases, and analyses of science prospects by report generation using data analysis and visualization programs such as Excel, Tableau, Prism, etc.

- Ability to learn protocols and processes as passed down from SalivaDirect Team Leads.
- Use team platforms and protocols to assist in programmatic activities.
- Work as part of a team and with mutual respect in all interactions.
- Be proactive and independent in completing routine tasks as well as reporting progress and requesting additional work (when schedules permit).
- Actively participate in the day to day operations by providing coverage to team members and stepping into roles, as needed.
- Additional opportunities may arise to participate in team-based activities, contribute to peer reviewed publications, and learn transferable skills.

List specific skills/experience required for the project

Desired skills and abilities:

- Experience with data analysis and/or database management
- Experience in business plan development
- Experience in fundraising
- Experience in developing corporate partnerships
- Experience with grant writing
- Ability to thrive in a fast-paced, evolving work environment.
- Leadership and organizational skills.
- Ability to prioritize tasks.
- Clear and concise written communication skills.
- Professional demeanor, even in the face of a dissatisfied client or teammate.
- Working knowledge of scientific principles and/or a willingness to learn.
- Able to work independently and with self direction.
- Experience working with and accounting for diverse perspectives.
- Research (computer-based)
- Stakeholder engagement
- Social media management
- Drafting copy for media (digital and/or print)
- Scientific writing/experience drafting technical documentation
- Minimum requirements:

- Technological literacy (proficient in G-suite, Microsoft Office, ability to communicate via apps and platforms, such as Teams)
- Ability to take direction
- Ability to actively participate in a virtual team environment, including weekly meetings, tasks, projects, and communications.

Additional requirements (e.g. a car or weekend working hours). If a car is required, include information regarding parking arrangements and mileage reimbursement.

Technological literacy (proficient in G-suite, Microsoft Office, ability to communicate via apps and platforms, such as Teams)

Briefly describe any work that Yale PPSF Fellows have done with your organization in the past and present. If you have not worked with Yale Fellows, describe any work that Yale students have done with your organization.

Previous and current SalivaDirect students have supported all activities outlined this posting. Specific, more detailed highlights include: organizing the SalivaDirect Annual Meeting (from hotel venue research to speaker coordination to onsite logistics), cultivating new business partnerships (from researching leads, participating in prospective meetings, and supporting contract development; and contributing to social media and website coordination (designing outreach materials, executing engagement plans, and day to day management).