



WEST VIRGINIA

Higher Education Policy Commission

Healthcare Workforce Planning Fellowship

Call for Applications

Fellowship to begin September 1, 2022

Applications due June 1, 2022

The West Virginia Higher Education Policy Commission Division of Health Sciences leads by leveraging expertise, fostering collaboration, and supporting innovation to improve the health of West Virginians, particularly rural and underserved populations. Our initiatives are designed to grow and strengthen the healthcare workforce of the future through promoting equitable access to and support of health and behavioral health sciences education, research, practice, and policy.

To assist in meeting this mission, we are continuing the **Healthcare Workforce Planning Fellowship**. This unique one-year opportunity will foster the development of recent graduates of graduate programs or upper-level graduate students to become effective in health workforce data collection, analysis, forecasting, and dissemination. The position can be used as an internship for graduate students if allowed by their program.

The successful fellow will work with Division staff to study healthcare workforce needs for the future, including the supply of and demand for existing and emerging roles, and will learn to use data to inform and support the creation of education programs and policy to meet future workforce needs. The focus populations for the 2022-2023 fellowship are the emergency services workforce and the public health workforce. To view some of the work products of the 2021-2022 fellow, please visit <https://www.wvhepc.edu/inside-the-commission/offices-and-affiliates/health-sciences/behavioral-health/behavioral-health-initiative/data/>

We are seeking a dynamic, self-directed individual who possesses an analytic spirit and a desire to help craft the healthcare workforce for the future of West Virginia. A background in healthcare, workforce or economic development, or data analytics will help to position candidates to be successful in this fellowship. Knowledge of data analysis and visualization software is preferred.

To apply for this unique opportunity, please complete the application found below. All application materials must be received by no later than **June 1, 2022** at 5pm to be considered for this opportunity. Please visit <http://www.wvhepc.edu> and click on Join our Team to see the full announcement and application materials.

Applications will be reviewed by an advisory panel, and interviews for top candidates will be offered during July, 2022. Announcement of the successful fellow will be made by August 1, 2022 with the fellowship beginning September 1, 2022 and ending August 30, 2023. The position will require 19.5 hours a week of devotion to the work and will require periodic presence in the WV HEPC offices in Charleston, WV. A stipend will be provided for the one-year program.



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**Healthcare Workforce Planning Fellowship
Application
Fellowship to begin September 1, 2022**

Please submit a cover letter, your resume or CV, as well as the names of three professional references. At least one of those professional references should be a faculty member or director of your graduate program (as applicable). If you are a graduate student, please note the date of expected graduation from your program in your resume or CV. Please provide a professional writing sample that showcases your work. For example, a program evaluation, a policy brief, a white paper, a published or unpublished scholarly paper, or other work of which you are the sole or primary author may be provided. In addition, on a separate page, please answer the following questions:

- 1. Describe your background in health care, workforce, or economic development including any experience in data collection, analysis, policy development, and/or advocacy. Why do you think these experiences make you a good fit for this fellowship?**
- 2. Describe your preferences for working as a team vs. working independently. How have your experiences informed your preferences?**
- 3. Discuss a relationship you have had with a mentor in your education or career. How has that mentorship shaped you? How do you best interact with a mentor?**

4. **How will participation in this fellowship help you to reach your career goals?**
5. **What else would you like the selection committee to know about your interest in this program?**

Submit all application materials via email to healthworkforcefellowship@wvhepc.edu. The application deadline is 5pm on June 1, 2022. No applications will be accepted after the deadline.

Application Checklist:

Cover Letter

Resume or CV

Three written reference letters from trusted sources who can speak to your abilities to fulfill the responsibilities of this fellowship

Professional writing sample

Answers to application questions

Deadline June 1, 2022 at 5pm