FELLOWSHIP DESCRIPTION
This information will be made available to all fellowship applicants. Please type or paste responses directly into boxes below. Boxes will expand to fit.

Organization Name: Colorado Children’s Immunization Coalition (CCIC)
Location (City/State): Aurora, Colorado

X Yearlong Fellowship (June 2015-May 2016)  

About the Fellowship

Title of PIFP Fellow: CCIC Program Coordinator

Primary Responsibilities of PIFP Fellow:
The PIFP Fellow will participate in overall immunization and vaccine-preventable disease strategy and policy development, program implementation and outcome evaluation. In particular, the Fellow will support the core CCIC program areas of provider education, coalition building, public policy, communications and awareness, and providing immunization services. The Fellow will gain diverse experience through opportunities to contribute to each of these areas, but will have specific priority areas of focus such as the following:

1. Program Coordination:
   • Coalition Building (i.e. coordination of CCIC coalition building activities including membership recruitment and management, planning and executing coalition strategies and events, and assisting with the launch and implementation of the Denver Metro HPV Alliance, a coalition between Denver Health, Tri-County Health Department, Jefferson County Health Department and the CCIC to address low HPV uptake in Colorado1)
   • Regional Immunization Summit logistics/coordination
   • S.O.U.P. (Shots Offer Unrivaled Protection) event logistics/planning (September 2015 Annual Fundraising Event)

1 Funding is still pending for this initiative
• Assist in coordinating communications efforts (compiling content for social media sites; writing/research for Team Vaccine Blog; assisting with launch of new CCIC Pinterest and LinkedIn accounts)

2. **Research Support:**
   • Become knowledgeable about current and emerging issues in vaccine research, policy and financing and identify opportunities to create new CCIC resources and messaging tools.
   • Contribute to landscape analysis efforts to identify opportunities to expand CCIC services and to identify new needs for CCIC services.
   • Assist with enhancements to Spanish language website, vacunalosporsubien.com (potentially help to design follow up research survey).
   • Assist with content development for ImmunizeforGood.com website, including updating newsfeed, fact checking and auditing for accuracy, and researching/adding content as needed.
   • Assist with needs assessment for Shots for Tots and Teens low-cost immunization clinics in other locations.

3. **Fundraising and Other Program Support:**
   • Support grant writing and additional fundraising efforts
   • Answer requests for information
   • Assist with membership recruitment and database management
   • Assist with resource distribution and event logistics

**How Fellow Will Contribute to Capacity-Building/Systemic Change:**

Vaccines are safe and effective and are one of the most successful and cost-effective public health interventions ever developed. Immunization prevents between two and three million deaths globally each year. According to the 2013 Vaccine Preventable Diseases in Colorado’s Children Annual Report, there is a vaccination gap in Colorado. In 2012, Colorado ranked 22<sup>nd</sup> among US states for the composite NIS vaccination rates for children 19-35 months of age. Over 20% of those children are under-vaccinated, receiving fewer than the recommended number of doses of vaccine necessary for protection. Since the majority of Colorado children hospitalized with vaccine preventable diseases are four years old or younger, efforts must improve to ensure timely, on-schedule vaccination of Colorado’s youngest children.

By contributing to CCIC program areas, the fellow will help to strengthen and to expand program efforts that aim to improve vaccine access, delivery, financing, policy, education, and awareness across Colorado. By identifying new ways to increase sustainable access to vaccines, strengthening policies that promote immunizations, spreading awareness about the importance of vaccination, and supporting programs to educate providers to improve their understanding and practices such as strengthening their communications with patients around vaccines, the immunization delivery infrastructure will improve to help increase vaccine uptake and keep Colorado kids healthy.
**Training & Networking Opportunities for Fellow:**

Because CCIC is a dynamic, collaborative and strategic statewide organization that is situated on the Anschutz campus, one of the nation’s fastest growing biomedical communities, the Fellow will have the opportunity to network with a diverse group of leading-edge constituents such as physicians and researchers at Children’s Hospital Colorado, the School of Public Health, and other professional schools on the campus. Through our broad and growing statewide coalition, the Fellow will have numerous opportunities to meet and work with leading public health officials, school nurses, mid-level providers, pharmacists, pharmaceutical reps, students, parents, program managers and staff from local and state health departments across Colorado, as well as key partner organizations involved in advocating for children’s health such as Colorado Children’s Campaign, Vaccinate for Healthy Schools, legislative representatives, public officials and many others.

Networking and learning opportunities are available through support and participation in regular provider education and or coalition meetings, as well as special events such as convenings with legislators, advocates and researchers, the CCIC S.O.U.P. annual fundraising event and local and regional conferences. Participation in additional outside partner events and seminars will provide more opportunities to network and to learn about vaccine related and public health issues.

**Supervision of PIFP Fellow:**

Fellow will officially report to the CCIC Executive Director. CCIC Program Manager and/or Communication Manager will also provide supervision on a project basis.

**Qualifications Sought in Fellow:**

Commitment to promoting the safety, efficacy and importance of vaccines; knowledge of state child health and/or immunization issues, policies and/or programs; proficient in understanding and using data, research frameworks and population-based and public health intervention strategies; professionalism and strong work ethic; strong interpersonal and oral/written communication skills; problem-solver; proficient in Microsoft Word; familiarity with social media strategy; self-starter/motivated to take initiative; and ability to meet deadlines. Ability to speak and write in Spanish, a plus.

**Skills/Experience Sought in Fellow:**

- [ ] Activism
- [ ] Advocacy
- [ ] Campaigning
- [X] Children’s issues
- [ ] Civil rights/social justice
- [X] Coalition work
- [X] Community/political organizing
- [ ] Criminal justice
- [ ] Finance/business
- [X] Fundraising/development
- [ ] Government
- [X] Healthcare/health sciences
- [ ] Human services
- [ ] Journalism/publications (print/online)
- [ ] Law
- [X] Legislative process
- [ ] Politics
- [X] PR/communications
- [ ] Public speaking
- [X] Qualitative research
- [X] Quantitative research
- [ ] Reproductive rights/freedom
- [ ] Social science research/methodology
- [ ] Statistical analysis
Customer service □ LGBTQ issues □ TV/radio □
Data analysis □ Lobbying □ Volunteer management □
Disabilities issues □ Marketing/sales □
Diversity issues □ Performing/fine arts □
Domestic violence issues □ Other:
Economics □ Education □ Other:
□ Environmental □ Other:
□ Fiscal □ Other:
□ Environmental □ Other:
□ Legislative □ Other:
□ Technology Skills Required:
Excel □ □ Database management □
Power Point □ □ Other:
Other: □ □ Video/film production □
Publisher □ □ Website design □
□ □ Other: □
□ □ Other:
□ □ Other:
□ Spanish □ Other: Spanish would be a bonus but not required
□ □ Other:
□ □ Other:
Organization’s Website: http://www.childrensimmunization.org/
Organization’s Mission and Goals (primary activities & projects):
The Colorado Children’s Immunization Coalition (CCIC) is dedicated to keeping Colorado kids healthy by building awareness for vaccines, educating health care providers, and advocating for policies that protect children with the goal of increasing childhood vaccination rates.

As Colorado’s only statewide independent 501 (c) (3) nonprofit organization committed to children’s immunization, our mission is to strategically mobilize diverse partners and families to advance children’s health through immunizations.

Core Program Areas
• Educating Professionals
• Coalition Building
• Advocating for Public Policy
• Creating Awareness
• Providing Immunization Services
Number of Staff: 3 full time, 2 part time

Organization’s Non-Discrimination Policy Statement:
Colorado Children’s Immunization Coalition (CCIC) shall not discriminate because of race, color, age, gender, sexual orientation, gender expression, marital status, disability, national origin or ancestry, citizenship status, religion, veteran status, economic status, union membership, or political affiliation. This covers all areas of employment, recruitment, advertising, hiring, promotion, demotion, lateral reassignment, transfer, layoff, discharge, rates of pay or other compensation, training, or any other benefits. Employment will be solely on the basis of merit and qualification.

CCIC shall comply with the intent of the Americans with Disabilities Act of 1990 and shall not knowingly discriminate against individuals with disabilities. CCIC will consider modifying schedules and other adjustments to reasonably accommodate employees with disabilities. Any grievance regarding discrimination shall be handled through the Equal Employment Opportunity Commission officer (the executive director) of CCIC and in consultation with the Business Committee of the Board of Directors when appropriate. The complainant should contact the EEOC officer (the executive director or, if the complaint is against the executive director, the board chair of the business committee), who shall provide information and assistance on filing and pursuing the complaint.

Is there anything else a fellow should know about the organization?
Learn more at [www.childrensimmunization.org](http://www.childrensimmunization.org); [www.immunizeforgood.com](http://www.immunizeforgood.com); [www.vacunalosporsubien.com](http://www.vacunalosporsubien.com); [www.teamvaccine.com](http://www.teamvaccine.com)