



Global Engagement UW Student Assistant

The Institute for Health Metrics and Evaluation (IHME) is looking for a UW undergraduate student to fill an immediate need for a Student Assistant to provide policy and communications-related support to IHME's Global Engagement Team. This position will be part-time while school is in session and full-time during the summer quarter.

The Global Engagement Student Assistant position provides a unique opportunity for individuals interested in communications, policy, and/or global health to gain experience in the field of global health metrics and evaluation. We encourage applications from students from a variety of backgrounds (such as communications, English, digital arts, global health, public health, public policy, and international studies). This position will enhance undergraduate students' knowledge and skills in writing, government relations, content management, communications messaging, and outreach strategy metrics.

The person in this role will be a member of the Global Engagement Team, providing support in the following areas: writing, government outreach, publications tracking, scientific paper tracking, website maintenance, media outreach, social media, contact management, and other tasks as assigned.

Qualifications

- University of Washington student in good academic standing.
- Strong written and verbal communication skills; accurate proofreading and project-tracking ability.
- Attention to detail and commitment to complete projects.
- Knowledge of Microsoft Excel, PPT, and Word. Familiarity with content management system helpful but not required.
- Strong organizational skills, including demonstrated ability to think independently and be flexible.
- Excellent interpersonal skills.
- Interest in global health and/or policy preferred.

Position details

- Ongoing position, to begin ASAP
- Part-time while school is in session (up to 19.5 hours per week); full-time during summer quarter
- Hourly rate: \$13
- Located in downtown Seattle (5th & Bell)

Application Process

Sign into Husky Jobs to apply

https://washington-csm.symplicity.com/students/?signin_tab=0&PHPSESSID=73a5474e0e7b15c9c91d281a6401dda3

Submit one copy of the following materials to IHME:

