



## Florida Epidemic Intelligence Service Opioid Overdose Prevention (FL EIS-Opioid) Fellowship Program

### The Application Process:

#### Are You Eligible??

Health professionals who meet one of the following qualifications below, have taken at least two courses in epidemiology and two courses in (bio) statistics during graduate/professional school, and have a **strong interest** in applied epidemiology and opioid overdose prevention are eligible to apply to the FL EIS-Opioid Program:

- Persons with a master's in a health-related field (e.g. MPH, MSPH, or equivalent).
- Physicians (MDs, DOs) with at least one year of clinical training and public health experience.
- Doctoral-degree recipients (PhDs, DrPHs, or equivalent) in health-related fields such as epidemiology, biostatistics, and the social behavioral and nutritional sciences.
- Nurses, dentists, or PharmDs with an MPH or equivalent degree.
- Veterinarians with an MPH or equivalent degree or demonstrated public health experience or coursework.

U.S. citizens and lawfully authorized alien workers are eligible to apply. The FL EIS-Opioid Program is unable to provide VISA sponsorship.

Foreign Education: Education completed in colleges or universities outside the U.S. may be used to meet the education requirements. You must provide acceptable documentation that the foreign education is comparable to that received in an accredited educational institution in the U.S.

**Please note that the qualifying degree must be received no later than December 31, 2019.**

#### How to Apply:

All the items listed below must be submitted to the FL EIS-Opioid Program. They must be attached to the official State of Florida job application (except for the official transcripts and reference letters, which should be sent per description below):

1. **Complete a Florida Department of Health Job Application** for this position at: <https://jobs.myflorida.com/Department%20of%20Health/job/TALLAHASSEE-OPS-BIOLOGICAL-SCIENTIST-IV-64802192-FL-32399/622688800/>
2. **Curriculum Vitae (CV):** One copy.
3. **References:** Two current letters of reference addressed to the FL EIS-Opioid Program must be provided, with complete contact information from a faculty member, supervisor, or other individuals. They should be familiar with your achievements and future aspirations and can speak to your personal qualities and professional attributes. Letters of recommendation must be on official letterhead with a signature and include the name, degree(s), title, institution, and contact information of the reference. The letter must clearly identify the candidate's current name. They should be emailed directly to the FL EIS email address at: [FL\\_EISFellowship@flhealth.gov](mailto:FL_EISFellowship@flhealth.gov)

4. **Personal Statement:** One copy. A narrative, no longer than two pages, which addresses the following questions:
- What are your career plans after graduating from the FL EIS-Opioid Program? Why?
  - How will the FL EIS-Opioid Program help you fulfill these plans?
  - How will the FL EIS-Opioid Program complement your previous training and experience?
  - Is there any aspect of public health that is particularly interesting to you? Why?
  - How will you contribute to the goals of the FL EIS-Opioid Fellowship Program? (Please see the posted job announcement in the web link under number one above).
5. **Transcripts:** Submit transcripts from the school from which you received your highest degree and for any school from which you received public health training (e.g. MPH, MSPH, DrPH, PhD). Copies of your official transcripts are acceptable during the application process. A print out from the student system is not acceptable. If chosen for the position, official sealed transcripts must be provided. Official transcripts must be mailed directly to the FL EIS-Opioid Program at the address listed below.

**For Foreign Schools:** If transcripts are not issued by a U.S. institution, proof of degree completion must be submitted and accompanied by a credential verification document. This may be accomplished by submitting coursework documents to a private organization that specializes in interpretation of foreign educational credentials. A list of private organizations prepared by the National Association of Credential Evaluation Services (NACES) is available at <http://naces.org>

Mail official transcripts to:

**Florida Department of Health  
Bureau of Epidemiology  
Attn: Karen Elliott  
1217 North Pearl Street, Porter 216A  
Jacksonville, FL 32202-3926**

6. **Professional License:** If licensed in the U.S., a photocopy of a current license.

**Application Deadline:**

**The application deadline for the FL EIS-Opioid Program is noted in the official State of Florida job application at <https://jobs.myflorida.com/Department%20of%20Health/job/TALLAHASSEE-OPS-BIOLOGICAL-SCIENTIST-IV-64802192-FL-32399/622688800/>.** The applicant is responsible for ensuring that all required items are submitted (emailed, postmarked, attached to job application) by the deadline.

**Your Final Step:**

Upload all of the required documents (CV, copy of your official transcripts, personal statement, copy of your professional license [if applicable]) to your job application for this position and submit it prior to the deadline. If you have any problems with uploading the documents, you may send all of the documents in one email to: [FL\\_EISFellowship@flhealth.gov](mailto:FL_EISFellowship@flhealth.gov)

**The Next Steps...**

**Interviews:**

Applications will be reviewed and ranked to determine eligibility. Only complete applications will be considered. Selected candidates will be notified for telephone interviews and a data analysis assessment. All selected FL EIS fellows will be required to attend a position match week by telephone/Skype with the host sites. The FL EIS-Opioid assignment begins in the spring of 2020, when fellows report to their assigned county health departments. Training opportunities will be provided during the two-and-a-half-year fellowship pursuant to available travel funds.

All applicants receive equal consideration without regard to race, religion, color, national origin, gender, political affiliation, age, sexual orientation, or any other non-merit factors in accordance with Florida Department of Health policies.

If you would like additional information regarding the FL EIS-Opioid Program, please contact Karen Elliott via e-mail to [FL\\_EISFellowship@flhealth.gov](mailto:FL_EISFellowship@flhealth.gov).