

Nevada National Violent Death Reporting System Coordinator

Position Title: Full-time Health Program Specialist II

Rate of pay: \$21.21/ hr

This is a contract position and does not include benefits

Department: Department of Health and Human Services, Division of Public and Behavioral Health, Office of Public Health Investigations and Epidemiology

Position Location: Carson City

Anticipated start date: As soon as possible

Program Overview

The National Violent Death Reporting System (NVDRS) is a program within the CDC's National Center for Injury Prevention and Control. Nevada is one of several states that provides data to the NVDRS system. The NVDRS is a vital surveillance system that collects high quality and comprehensive violent death information in a timely manner.

In Nevada, NVDRS data collection is a collaborative effort of state and local partners. The NVDRS grant program is managed by the Department of Health and Human Services Division of Public and Behavioral Health, grant funds are sub awarded to local jurisdictions to support data collection.

Position Description

The NVDRS Program Coordinator will work within the Nevada Office of Public Health Informatics and Epidemiology to coordinate the Nevada NVDRS program. This includes providing grant management and subrecipient oversight of Coroners/Medical Examiner's (CME) across the state in compiling data necessary to generate a comprehensive analysis of violent and substance involved-involved mortality throughout Nevada. The coordinator will support the program through ensuring data integration across multiple data systems, ensure timely data reporting to the CDC.

As part of their regular duties, the Program Coordinator will hold and lead collaborative meetings that bring together a diverse set of stakeholders including state and local government agencies, coalitions, and other programs together that have common goals in regard to improving reporting. The coordinator will work collaboratively with these stakeholder groups to identify policies and program initiatives that will impact the population of interest to address their needs and provide the greatest impact with the resources available.

The Program Coordinator will complete timely and accurate analysis of data and develop reports for submission to the CDC and for publication. This work could include,

- Timely and regular data submission to the CDC
- Completing statistical analysis of raw public or behavioral health data.
- Analyzing the results in a clear and easily understandable format.
- Providing the results in the format requested by the program.
- Creation reports that can include, providing analyzed data (number, rate, percentage, etc.),
Graphs or other illustrations that pictorially display the data, and or Narrative describing
the trends and implications of the data.