



UNITED CEREBRAL PALSY OF CENTRAL PA

POSITION DESCRIPTION

Job Title: Project Manager for National Institutes of Health Research Grant
Reports To: President/CEO

SUMMARY

United Cerebral Palsy of Central Pennsylvania in Camp Hill, PA will serve as the subcontractor for the grant from the National Institutes of Health on “Community challenges in increasing physical activity in youth with disabilities.” The primary grant recipient is Temple University.

The goals of the grant are to: 1) identify the preferences of children and their parents for kinds of physical activities; 2) identify sites, trainers and mentors in the community for children's physical activity programs; and 3) implement and evaluate several small-scale physical activity pilot programs based on children's and parents' preferences and available community resources.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Conducts surveys and interviews with children and parents to identify their preferences.
2. Communicates with community organizations and the project's Community Advisory Board.
3. Assists in developing the pilot programs on children's physical activity and monitors them for feasibility.
4. Conducts interviews and collects data on outcomes of the pilot programs.
5. Assists with data entry.
6. Performs other duties as assigned by the Research Scientist at Temple University School of Medicine and the President/CEO of UCP Central PA.

(continued)

Work Week: 20 hours per week

Schedule: Generally 4-5 hours per day, 4-5 days per week; between 9:00 a.m. – 5:00 p.m. Some evening hours to attend community agency meetings; a few weekend hours may be needed to monitor pilot programs. Requires use of own car with mileage to be reimbursed.

Knowledge and Skill Requirements

- Excellent verbal and written communication skills.
- Competency in interviewing children with disabilities and their parents and ability to gain family trust.
- Ability to exercise good judgment in prioritizing tasks and organizing work.

Education and Work Experience:

Required:

1. Bachelor's Degree with an interest in healthy lifestyles.
2. Must be at least eighteen (18) years of age.

Preferred:

1. Master's Degree in public health or a related field.
2. Experience with youth with developmental disabilities.

For more information, please contact:

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