Stanislaus County
Health Services Agency

Chief Epidemiologist
(Manager III)

Continuous

Applicants are encouraged to apply immediately as this recruitment may close at any time.

$65,187.20—$97,801.60 Annually

Oral Examinations will be held as qualified applications are received.
THE DEPARTMENT

The Health Services Agency provides healthcare services to its population through numerous clinic locations throughout the County. Public Health supports this function through monitoring the overall health of the County population, linking individuals to care, and communicating diseases, both chronic and infectious, that are of concern to the population. One of the current focal areas for Public Health is achieving National Accreditation which includes the implementation of results-based accountability and workforce development.

Public Health, a department of the Health Services Agency (HSA) operates the traditional programs of: Communicable Disease Control, clinical services for STD, HIV, TB, Immunizations, Public Health Laboratory, Public Health Nursing in the community (Nurse Family Partnership), Childhood Lead Prevention Program, Teen Pregnancy Prevention Education, Cal-Learn/AFLP, California Children's Services and Medical Therapy Programs, CHDP Administration, Emergency Preparedness, WIC Nutrition Services, Tobacco Education and Health Promotion.

The HSA holds strongly to its vision of "healthy people in a healthy Stanislaus" by developing its services with the community, in ways that support community need.

This recruitment is being conducted to fill a vacancy in Public Health, Health Services Agency (HSA).

ABOUT THE POSITION

Under general direction of the Public Health Division Manager, the Chief Epidemiologist/Manager III plays a critical role in monitoring, planning, and executing various public health programs. The Chief Epidemiologist has a very forward facing position throughout the Health Services Agency and the county. This position manages population-level and program performance-level data collection, analysis and interpretation for Stanislaus County Health Services Agency. The Chief Epidemiologist also generates documents (assessments, reports, etc.), and give presentations that document community issues, needs and strengths and also guides decision making at all levels at HSA, as well as participates in Countywide strategic planning, fiscal allocation, staffing, and program strategies and activities.

BENEFITS

Stanislaus County offers an excellent management benefits program, including participation in a County sponsored defined benefit retirement system, supplemental deferred compensation program, professional development and generous health insurance and leave time benefits. For a complete summary of all management benefits, please visit the County’s Human Resources webpage at http://www.stancounty.com/personnel and select “Benefit Summaries” under the “Employee Information tab.”
TYPICAL TASKS

- Develop and implement policies and procedures for the release of data outside the Health Services Agency to abide by federal and state laws (e.g. HIPAA) and epidemiological best practices to guard confidentiality and account for small numbers in order to preserve statistical reliability and accuracy;
- Develop, revise and implement policies related to the issuance of birth and death certificates and burial permits that abide by state law and local ordinances;
- Develop and implement policies and procedures of epidemiological investigation of outbreaks and coordination with partner agencies (e.g. Office of Emergency Services, Department of Environmental Resources, Ag Commission);
- Serve as the lead for the multi-agency Framework for a Thriving Stanislaus;
- Manage the Community Assessment Planning and Evaluation and Vital Records units;
- Develop and conduct program evaluation for a variety of grants;
- Provide technical assistance regarding data collection and analysis as well as evidence-based practices to partner agencies and the public;
- Serve as a key member of the Public Health Accreditation committee;
- Train staff, management and partners on public health accreditation requirements;
- Serve as a lead in coordination and evaluation of the Quality Improvement/Process Improvement efforts;
- Assist with supervising staff dedicated to accreditation; and
- Participate in strategic planning.

SKILLS/ABILITIES

- The conduct of descriptive and inferential statistics, parametric and non-parametric statistics, regression and other analyses, and other mathematical modeling;
- Apply epidemiological and biological knowledge to prevent and control diseases, evaluate clinical and preventative procedures;
- Understand, evaluate and apply computer technology in epidemiology;
- Perform, direct, and coordinate the collection, analysis, and interpretation of health data;
- Establish and maintain cooperative, productive working relationships with individuals from different backgrounds and sectors;
- Write technical scientific proposals and reports;
- Prepare and deliver presentations to diverse audiences;
- Understand and demonstrate current management theories and approaches including quality improvement tools, strategic planning, and performance measures;
- Identify opportunities for streamlining processes and developing systems;
- Plan, organize, and direct public health programs;
- Prepare, substantiate, and monitor budgets and budget justifications;
- Research, prepare, submit, and evaluate grant applications directly or through subordinate supervision;
- Excellent critical thinking, oral and written skills in small or large venues;
- Ability to dissect difficult analysis and interpretation to a variety of audiences;
- Create an atmosphere that encourages innovation and stimulates passion and high performance; and
- Ability to work productively and honestly with front line and senior management.

KNOWLEDGE

- Public Health practices and principles;
- Principles and procedures of epidemiology including design, evaluation of epidemiologic research, epidemiology of common communicable and chronic diseases and methods of disease control;
- Methods and formats for preparation of scientific papers;
- Principles and practices of statistics as applied in epidemiology;
- Applications for the storage, management, manipulation and analysis of large databases;
- Current developments in epidemiology and general medicine;
- Environmental, social, economic, cultural and other issues impacting epidemiology;
- Effective supervisory and management practices;
- Expertise in interpretation of qualitative and quantitative data from multiple sources of information;
- Expertise in Access or other relational database software or webservice;
- Familiarity with geo-spatial mapping software (e.g. ArcGIS) and purpose;
- Familiarity with Crystal Reports;
- Experience with use of on-line survey tools (especially Survey Monkey);
- Experience using EpilInfo;
- Familiarity with Results-Based Accountability; and
- Experience with Public Health Accreditation.

EDUCATION/EXPERIENCE

- A Master’s degree from an accredited college or university in Public Health, Epidemiology, Biostatistics, Economics, Health Informatics, Psychology, or a related field from a nationally accredited institution; AND
- Three (3) years experience designing, conducting, analyzing, interpreting, and evaluating epidemiological studies; AND
- One (1) year supervising professional/technical staff; AND
- A minimum of three (3) years of experience as an Epidemiologist, preferably in a government/public setting.

DESIRABLE QUALIFICATIONS

- DrPH or PhD in Public Health, Epidemiology, Biostatistics, Life Sciences, Biology, Economics, Health Informatics Psychology, or related field from a nationally accredited institution; AND
- Two (2) years of experience as and Epidemiologist, preferably in a government/public setting; OR
- Two (2) years of experience in managing or supervising infectious disease surveillance methods.

Proof of education may be required for verification purposes at the time of application. Applicants who are unable to submit proof must call 209-558-7106 to make other arrangements before 5:00 pm the day before the oral examination. Failure to submit proof or make other arrangements before the oral examination will result in disqualification.
CONVICTION/CRIMINAL HISTORY
INFORMATION QUESTIONNAIRE
Once it is determined that you meet the minimum qualifications for this position, you will receive an email informing you to complete a conviction questionnaire (you may be asked to complete this process for each application submitted). You will have five (5) working days from the date on the email to follow the detailed instructions and complete the questionnaire. A completed conviction questionnaire is required to continue in the recruitment process.

Cell phones are typically incompatible with the online application format or browser. We recommend using a desktop or laptop computer. If you are still having technical difficulties please call Neogov @ 1-855-524-5627.

CLASSIFICATION INFORMATION
Unless otherwise provided, this position is part of the Unclassified Service of the County and considered “at will” for labor relations purposes and “FLSA Exempt” for purposes of determining overtime eligibility.

The individual selected will participate in the Stanislaus County Pay-for-Performance program, as well as receive additional benefits.

GENERAL QUALIFICATIONS
• Applicants must possess and maintain a valid California Driver's License and remain free from repeated preventable accidents;
• Pass County-paid pre-employment drug screening and job-related background investigation;
• Perform job duties in a manner assuring a safe working environment for oneself and others; and
• Maintain confidential information according to legal standards and/or County regulations as required.

EQUAL EMPLOYMENT OPPORTUNITY
The County of Stanislaus is an Equal Opportunity Employer. All qualified applicants are encouraged to submit online application(s) for open position(s). Stanislaus County is committed to establishing and maintaining effective working relationships with the general public, co-workers, supervisors, and members of diverse cultural and linguistic backgrounds regardless of race, religious creed, color, national origin, ancestry, physical or mental disability, medical condition, genetic information, pregnancy related condition, marital status, gender/sex, sexual orientation, gender identity, gender expression, age (over 40), political affiliation or belief, or military or veteran status.

APPLICATION PROCEDURES/
FINAL FILING DATE
Applications cannot be submitted later than 5:00 p.m. on the final filing date. Make your online application as complete as possible so a full and realistic appraisal may be made of your qualifications.

Resumes will not be accepted in lieu of a complete application.

Attaching your resume and cover letter are an optional feature for those who wish to do so in addition to completing the required application. Information on your resume and cover letter will not substitute for the education, work experience and required fields on the County application. The online County application is the primary tool used to evaluate your job qualifications.

TESTING ACCOMMODATIONS
Arrangements will be made to provide reasonable accommodations for qualifying conditions (disabilities, religious convictions, etc.). Please describe the special test arrangements you require in the "Additional Information" section of the application form.

APPLICATION AND/OR EXAMINATION
APPEAL RIGHTS
Application and/or examination results may be appealed by applicants presenting facts alleging irregularity, fraud and/or error in application screening or in exam scoring. Appeals must be in writing and submitted to the Chief Executive Officer within seven (7) days after the examination results are mailed.

DISCLAIMER
Stanislaus County reserves the right to revise the examination plan described in this bulletin to better meet the needs of County service. The provisions of this bulletin do not constitute an express or implied contract. Any provisions contained in this bulletin may be modified or revoked without notice. The information contained in the bulletin is information, which sets forth a general summary of benefits for this respective position. This information is not legally binding. The benefits and any other information regarding this position may be found on Stanislaus County Code, the Stanislaus County Personnel Policies manual. Questions regarding this bulletin may be directed to the Stanislaus County Chief Executive Office/Human Resources.

The Job Task Analysis provides information detailing the physical and functional demands of the classification. For the complete job task analysis, visit the Risk Management Website at http://www.stancounty.com/riskmgmt under “Disability Management.”