

SUMMARY

This position will play a key leadership role in the Epidemiology and Data Unit (EDU) within the Acute Communicable Disease Control program in the Los Angeles County Department of Public Health. Reporting to the Chief Epidemiologist, the Supervising Epidemiologist will have responsibility for supporting and implementing a wide range of activities within the EDU.

The Supervising Epidemiologist will plan, design and implement new and ongoing surveillance studies, manage core surveillance processes and procedures, and will support surveillance data management system design, development, maintenance and modernization. Develops and implements standards in development of user defined forms and data management processes to support communicable disease surveillance. This position will supervise and provide technical direction to epidemiologists and other professional research staff.

This position will function as a liaison with state and federal public health officials, as needed and will provide oversight and management of grants and cooperative agreements that support epidemiologic studies, surveillance activities and surveillance data management system modernization.

ESSENTIAL FUNCTIONS

Planning and design of new and ongoing surveillance studies and data management/processing pipelines that are of large scale and complex nature, which may include determining objectives, analytic and methodological planning, establishing protocols, design of surveillance data collection forms/systems, and sampling.

Oversees implementation of new and ongoing surveillance studies and data management/processing pipelines that are of large scale and complex nature, which may include data collection, quality assurance, data cleaning, linkage, integration, analysis, interpretation of results, and reporting. Further the identification and integration of new data sources into communicable disease surveillance system.

Develops and implements system-level standards in communicable disease surveillance data management processes and user-defined form development.

Provides technical direction to Epidemiologists and other professional research staff designing and conducting multiple health-related epidemiological studies, field investigations, managing surveillance systems and databases to support routine surveillance as well as large-scale and high profile responses to emergent communicable

disease events. Supports skills assessments and professional skills development activities for Epidemiologists and other professional research staff throughout the program.

Functions as a primary or lead liaison with state and federal public health officials, as well as other local agencies, on epidemiology and surveillance activities related to communicable diseases, including establishing and maintaining collaborations, leading and participating in meetings and contributing to solutioning for identified challenges.

Supervises staff to conduct data management, surveillance data management system modernization, data cleaning, linkage, and integration as well as epidemiologic analyses that involve large and varied datasets, and may require complex data processing pipelines and/or statistical analyses.

Complies with HIPAA and DPH training regarding confidential information related to personal information.

Develop, write, and manage data-related protocols and standard operating procedures, for daily operations, scientific review, and studies and projects, including for Institutional Review Board (IRB).

Assists with grant and cooperative agreement planning, writing, management and reporting, including workplans and budgets. Provides oversight of grants and cooperative agreements that support epidemiologic studies, surveillance activities, and surveillance data management system modernization.

Contribute to dissemination of communicable disease surveillance data through peer-reviewed manuscripts, reports, dashboards and presentations at meetings and scientific conferences.

Accepts responsibility for performing other duties as assigned.

JOB QUALIFICATIONS

Minimum Qualifications

Two years of journey-level experience in planning, designing, implementing, and evaluating health-related surveillance systems, epidemiologic studies and field investigations -OR- A Master's degree from an accredited college or university with specialization in epidemiology or its equivalent -and- five years of experience designing, conducting, and evaluating epidemiologic studies and field investigations -OR- A Doctoral degree from an accredited college or university with specialization in epidemiology or its equivalent -and- two years of experience designing, conducting, and evaluating epidemiologic studies and field investigations.

Desirable Qualifications

Knowledge and experience in infectious/communicable disease surveillance and control, including interpretation and evaluation of laboratory test results and statistical data.

Experience in epidemiologic study design, survey sampling, and statistical analysis required.

Experience in data management, analysis and visualization software and programming languages such as SAS, R, SQL, and/or python required.

Experience in managing data quality assurance, cleaning, linkage and integration activities.

Experience in interpretation, reporting and visualization of public health surveillance data required.

Experience supervising staff and managing data-centered projects of high complexity with a variety of internal and external stakeholders required.

Experience with HIPAA and managing IRB applications. Experience managing grants/cooperative agreements and budgets.

Excellent written and oral communication skills.

Certificates/Licenses/Clearances

- A valid California driver's license, proof of vehicle insurance, and reliable transportation or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions
- Successful Clearance of LA County Live Scan Process
- Medical clearance may be required

Contact:

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