

State of Washington
Dept. of Health

invites applications for the position of:

Epidemiologist 3 (Non-Medical) – Home Visiting Assessment and Evaluation Supervisor (DOH3477)

careers.wa.gov
Working for Washington State

SALARY: \$5,943.00 - \$7,801.00 Monthly

OPENING DATE: 06/30/17

CLOSING DATE: 07/30/17 11:59 PM

DESCRIPTION:



NOTE: This announcement has been reposted to invite additional applicants to apply. Applicants who applied prior to May 24, 2017, NEED NOT REAPPLY.

There is one (1) opening for a permanent full-time Epidemiologist 3 (Non-Medical) - Home Visiting Assessment and Evaluation Supervisor within the Division of Prevention and Community Health (PCH), Office of Healthy Communities (OHC), Surveillance and Evaluation Section.

To learn more about the **OHC**, visit

<http://www.doh.wa.gov/AboutUs/ProgramsandServices/PreventionandCommunityHealth/OfficeofHealthyCommunities>.

About DOH

Washington State Department of Health (DOH) works with federal, state, tribal, and local partners to help people in Washington stay healthy and safe. Our programs and services help prevent illness and injury, promote healthy places to live and work, provide education to help people make good health decisions and ensure our state is prepared for emergencies. DOH recognizes that employees are our most valuable resource. We trust them to be innovative, challenge existing processes, and make the best decisions. We strive to hire, develop, and retain a competent and diverse workforce. To learn more about the agency visit, [DOH](#) and [DOH Infographic](#).

Primary Duties

The purpose of the Surveillance and Evaluation (S&E) Section is to support the agency mission by providing strategic information to guide policy and programs that serve the populations in Washington State. S&E gathers, analyzes, interprets and reports on data that describes the health status, health care, behaviors and other pertinent issues related to health. The section also evaluates the effectiveness and impact of the programs operating within the OHC.

Home Visiting Assessment and Evaluation Supervisor – Under the direction of the section manager, this position supports the agency mission by providing epidemiologic supervision, coordination and expertise related to home visiting and early childhood. This position leads and supervises a team responsible for performance measurement and reporting, evaluation and quality improvement support for Home Visiting services.

Duties include:

- Supervises a team of epidemiologists and other research or analytic staff.
- Provides performance measurement supervision and expertise.
- Provides epidemiologic and surveillance leadership and expertise.
- Leads, designs, and oversees projects.
- Analyzes and interprets health data.

- Disseminates scientific and public health information through writing, editing, and submitting reports and articles to internal and scientific publications, and the presentation of seminars, conferences, and lectures, and in a variety of training, educational and scientific settings including State and national meetings.
- Advises state, local and community partners on data driven assessment and evaluation.
- Provides epidemiologic expertise to staff and partners related to study design, analytic techniques, and use of statistical software.

Required Qualifications

NOTE: Experience may have been gained concurrently.

- A Master's degree or higher in Epidemiology WHICH INCLUDES 12 units of biostatistics and 12 units of epidemiology; AND three (3) or more years (full-time equivalency) of experience in epidemiology.

OR

- A Master's degree or higher in Public Health WHICH INCLUDES 12 units of biostatistics and 12 units of epidemiology; AND five (5) or more years (full-time equivalency) of experience in epidemiology.

AND

- Two (2) or more years (full-time equivalency) of experience leading teams.

Desired Qualifications

NOTE: Experience may have been gained concurrently.

- A PhD degree in Epidemiology.
- Additional years of experience in epidemiology.
- Two (2) or more years of experience supervising teams doing epidemiology, research, or evaluation.
- Three (3) or more years of experience in maternal and child health epidemiology.

Conditions of Employment/Working Conditions

With or without an accommodation, I am:

- Willing and able to work indoors, at a computer desk/workstation the majority of a work day, in an open office environment with possible conversation and other noise distractions.
- Willing and able to work in a fast-paced environment with multiple assignments and priority deadlines.
- Willing and able to work Monday – Friday from 8 a.m. to 5 p.m.
- Willing and able to occasionally work in excess of 40 hours per week and/or to adjust normally scheduled hours, which may include evening and weekends, to meet program needs and critical deadlines.
- Willing and able to occasionally travel in or out of state, as needed, either alone or with another person, which may include overnight stays, as required, while performing the duties of this position.
- Willing and able to legally operate a state or privately owned vehicle OR provide alternative transportation while on state business.
- Willing and able to interact and work with customers, some of whom may be frustrated or distressed in a positive, friendly and supportive manner that meets the needs and standards of the office and the agency.
- Willing and able to work in a smoke-free, drug-free, alcohol-free, and scent-neutral environment.
- Willing and able to move objects and materials weighing up to 25 pounds.
- Willing and able to participate in emergency response activities and when the Agency Coordination center is activated.

The Washington State Department of Health (DOH) is an equal opportunity employer. DOH strives to create a working environment that is inclusive and respectful. It is our policy to prohibit discrimination on the basis of race,

sex, color, national origin, religion, sexual orientation, gender identity, age, veteran status, political affiliation, genetics, or disability in the recruitment, selection, and hiring of our workforce. Applicants wishing assistance or alternative formats in the process should contact Rachel Lopez at (360) 236-4267, Rachel.lopez@doh.wa.gov or TDD Relay at 1-800-833-6384 or 7-1-1.

Application Process

Individuals interested in applying for this position should select the "Apply" button and submit the following:

1. A current detailed applicant profile; AND attach your detailed Letter of Interest that addresses the "Required and Desired Qualifications" (as listed above) and Resume to your profile.
2. Three (3) or more professional references, to be included in your profile. Please include at least one supervisor, peer, and (if you have supervised other staff) a subordinate.
3. Responses to the Supplemental Questions.

IMPORTANT: *DO NOT* attach transcripts OR other documents that are not requested in the Application Process, or that are password protected. These type of documents cause errors when downloading application materials and will not be forwarded to the hiring supervisor. **VETERANS**, please feel free to attach a copy of your DD214.

SUPPLEMENTAL INFORMATION:

*** Important information regarding the Application Process and the Supplemental Questions**

Only applicants who follow the directions and complete the Application Process and Supplemental Questions in-full will have their responses reviewed for consideration.

NOTE: Education and experience selected, listed and/or detailed in the Supplemental Questions must be verifiable on the detailed applicant profile submitted.

IMPORTANT NOTE: Please *DO NOT* attach any other documents than what is already requested in the "Application Process." This includes official transcripts OR other documents that are password protected or that require a key to unlock. These type of documents cause errors when downloading application materials. ANY OTHER attachments will NOT be forwarded to the hiring supervisor.

Epidemiologist 3 (Non-Medical) – Home Visiting Assessment and Evaluation Supervisor (DOH3477) Supplemental Questionnaire

- * 1. SELECT ONE: How did you learn about this employment opportunity?
- a. DOH Employment site
 - b. DOH Employee
 - c. Careers.wa.gov site
 - d. Employment Security/WorkSource
 - e. Friend or Acquaintance
 - f. Job Fair – if selected, answer Question 2
 - g. Other – if selected, answer Question 2
2. If you selected "f" or "g" to Question 1: LIST where you learned about this employment opportunity and if it was a Job Fair, the date you attended. (Examples: Job Fair – JBLM, June 30, 2015; OR, Indeed.com, The Journal of Commerce, LinkedIn, Twitter, Facebook, etc.)
- * 3. All responses and statements in the Applicant Profile and in my responses to the Supplemental Questions that I have submitted to apply for this position are true and complete to the best of my knowledge; and I understand that the state may verify this information and any untruthful or misleading responses are cause for rejection of this application or dismissal from employment.
- Yes
 - No
- * 4. Are you legally authorized to work in the United States?

- Yes
 No
- * 5. Will you now or in the future require sponsorship for employment visa status (e.g. H-1B visa status)?
- Yes
 No
- * 6. I have read and I understand the Conditions of Employment/Working Conditions that are listed in the job posting and I am willing and able to accept these conditions if offered and accept the position.
- Yes
 No
- * 7. SELECT ONE: I have the REQUIRED education and experience in ONE of the following:
- a. A Master's degree or higher in Epidemiology WHICH INCLUDES 12 units of biostatistics and 12 units of epidemiology; AND three (3) or more years (full-time equivalency) of experience in epidemiology.
- b. A Master's degree or higher in Public Health WHICH INCLUDES 12 units of biostatistics and 12 units of epidemiology; AND five (5) or more years (full-time equivalency) of experience in epidemiology.
- c. NEITHER of the above.
8. If you selected "a" or "b" to Question 7: DEGREE and COURSEWORK: DEGREE – LIST your degree and major, awarding institution, month and year awarded, and complete name that degree was awarded under (for verification purposes) for each degree listed. COURSEWORK – LIST ALL COURSES COMPLETED (At least 12 units of biostatistics and 12 units of epidemiology.) Include course title, dates of course (start and end), institution and name registered under (ONLY if different then institution and/or your name was different then when/where you received your degree.) for each course and/or institution listed. *Please do not attach transcripts.
- * 9. I have the REQUIRED two (2) or more years (full-time equivalency) of experience leading teams.
- Yes
 No
- * 10. SELECT ALL THAT APPLY: I have the DESIRED education and/or experience in the following: (NOTE: Experience may have been gained concurrently.)
- a. A PhD degree in Epidemiology.
- b. Additional years of experience in epidemiology.
- c. Two (2) or more years of experience supervising teams doing epidemiology, research, or evaluation.
- d. Three (3) or more years of experience in maternal and child health epidemiology.
- e. NONE of the above.
- * Required Question