

EPIDEMIOLOGIST

DISTINGUISHING FEATURES OF THE CLASS: This is professional level work with responsibility for development, planning implementation, oversights and coordination of data collection and analysis. The incumbent performs epidemiologic and outbreak investigations, promotes public education, encourages community awareness and implements disease prevention and control measures. Works with other agencies and providers to improve passive and active disease surveillance. Provides feedback on data points, functioning and usability of data dashboard and design. Work is performed under the supervision of the Director of Community Health Services. Supervision may be exercised over technical and clerical personnel. Does related work as required.

TYPICAL WORK ACTIVITIES:

- Conducts data cleaning and transfers data to investigative team and data coordinating center;
- Prepares study reports on surveillance;
- Works with New York State Department of Health and County Officials to improve surveillance on COVID-19;
- Develops, implements and coordinates programs and procedures related to surveillance of communicable disease threats, including but not limited to, arthropod-borne diseases, hepatitis, viral infections, COVID-19 and bioterrorism;
- Develops and implements performance standards, systems and procedures to monitor and evaluate programs;
- Evaluate program effectiveness and recommends changes in the organization and procedures to meet program objectives;
- Directs active and enhanced surveillance activities which include organizing and overseeing and coordinating staff to perform epidemiologic surveillance and investigations;
- Prepare and analyzes epidemiological and statistical reports, method data reports, opioid overdose reports and data, and assist with the preparation and analysis of grants and fiscal reports;
- Assists in emergency preparedness activities that include point of distribution, incident command structure and communicable disease education to the community.

Full Performance Knowledge, Skills, Abilities and Personal Characteristics:

- Thorough knowledge of public health principles, practices, and administration;
- Thorough knowledge of epidemiology; thorough knowledge of public health principles of planning, organizing, and implementing disease control programs;
- knowledge of public health methods of disease detection, prevention and control;
- Ability to gather information; evaluate data and make appropriate inferences;
- Ability to establish and maintain effective working relationships; ability to understand and interpret complex written regulations;
- Ability to communicate effectively both orally and in writing;
- Ability to act as a liaison; represent the Department, and communicate effectively with the public, legislatures, the press, outside agencies and other County departments;
- Ability to prepare written reports, ability to plan and oversee the work of others;
- Ability to use computer applications; initiative; resourcefulness; sound professional judgement; tact and courtesy.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of an equivalency diploma recognized by the NYS Department of Education, **AND EITHER:**

- A. Possession of a Master's Degree from a regionally accredited or New York State registered college or university in Public Health, Health Administration, Epidemiology or related field **OR;**
- B. Possession of a Master's Degree from a regionally accredited or New York State registered college or university **AND** minimum of one (1) year health related experience **OR;**
- C. Possession of a Bachelor's Degree in Nursing (BSN) from a regionally accredited or New York State registered four year college or university.

SPECIAL REQUIREMENTS:

- 1.) Possession of a valid New York State Driver's license or otherwise demonstrate the ability to meet the transportation needs of the job.
- 2.) Possession of a valid Registered Professional Nurse license (under nursing qualification)

CLASS: COMPETITIVE

8/1/2020