

LOCAL HEALTH PERSONNEL JOB DESCRIPTION

CLASS TITLE: Epidemiologist Manager	
TITLE CODE: 2178	SERIES: Medical/Medical Support
SELECTION METHOD: 100% qualifying	SALARY: (MIN-MID) \$30.52-\$37.95 GRADE: 24 SPECIAL ENTRANCE RATE: May be adjusted at agency's discretion based upon additional education & experience.
POSITIONS IN THIS CLASS GENERALLY REPORT TO: Local Health Department Director	
PRIMARY USER AGENCY: LOCAL HEALTH DEPARTMENT	

CHARACTERISTICS OF THE CLASS: CHARACTERISTICS OF A CLASS ARE GENERAL STATEMENTS INDICATING THE LEVEL OF RESPONSIBILITY AND DISCRETION OF POSITIONS IN THAT JOB CLASSIFICATION.

Performs complex epidemiological studies on the distribution and determinants of bio-terrorism events, infectious diseases, and other public health emergencies (epidemic and endemic). Work involves assisting in devising methods of surveillance, implementation, and analysis of epidemiological investigations or studies; participating in complex data management and report writing for epidemiological studies and investigations within a specified geographic area of the state. Involves close consultation with and training of community medical professionals. Supervises/coordinates work of epidemiologic staff and/or programs; and performs other duties as required. Participates in and leads overall program development initiatives from an epidemiologic perspective.

MINIMUM REQUIREMENTS: MINIMUM REQUIREMENTS ARE COMPREHENSIVE STATEMENTS OF THE MINIMUM BACKGROUND AS TO EDUCATION, EXPERIENCE, AND OTHER QUALIFICATIONS WHICH WILL BE REQUIRED IN ALL CASES AS EVIDENCE OF AN APPOINTEE'S ABILITY TO PERFORM THE WORK PROPERLY.

EDUCATION: Master's in Epidemiology, Public Health, Biostatistics or closely related field. Course work should include at least one course in epidemiology and a second course in a closely related subject area such as Biostatistics, Vital and Medical statistics, Informatics, Survey Sampling and Design etc.

EXPERIENCE: Eight years of public health experience as Epidemiologist.

SUBSTITUTION CLAUSE: None.

EDUCATION: A doctoral degree in a research discipline, (either a PhD, DrPH, or SciD) and successful completion of at least two graduate level courses in epidemiology including but not limited to: epidemiology, research methods, population health, disease investigation, and one graduate level course in biostatistics, database management/programming, data analysis or statistics will substitute for one year of experience..

EXPERIENCE: Five years of public health experience as Epidemiologist.

SPECIAL REQUIREMENTS: (AGE, LICENSURE, REGULATION, ETC.) Be on-call and have a valid driver's license with reliable transportation.

POST EMPLOYMENT REQUIREMENTS: EMPLOYEES IN THIS CLASS WILL BE REQUIRED TO OBTAIN CREDENTIALS OUTLINED BELOW WITHIN A REASONABLE TIME, OR IF EMPLOYEES POSSESS SUCH CREDENTIALS AT THE TIME OF HIRE THEY WILL BE REQUIRED TO MAINTAIN THOSE CREDENTIALS SO LONG AS THEY ARE EMPLOYED IN THIS CAPACITY. None

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE CLASSIFICATION: EXAMPLES OF DUTIES OR RESPONSIBILITIES ARE NOT TO BE CONSTRUED AS DESCRIBING WHAT THE DUTIES OR RESPONSIBILITIES OF ANY POSITION SHALL BE AND ARE NOT TO BE CONSTRUED AS LIMITING THE APPOINTING AUTHORITY'S ABILITY TO ADD TO, OR OTHERWISE ALTER THE DUTIES AND RESPONSIBILITIES OF A POSITION.

Conducts and supervises disease surveillance for the health department in collaboration with key community partners, assists in the formulation of recommendations for interventions to reduce the occurrence and/or severity of diseases of public health significance in the region/county, conducts field investigations during periods of unusual occurrence of disease, coordinates activities with other local and state agencies, participates in various department communicable disease clinics such as SID and TB, educates other staff and the public on the policies and procedures for effective disease surveillance and control, assists with the development of operational drills and/ or exercise scenarios, designs surveys and questionnaires to collect data on specific diseases, and assists in the formulation of hypotheses to explain the differential occurrence of diseases in various population groups and locations in Kentucky.

TYPICAL WORKING CONDITIONS AND UNIQUE PHYSICAL REQUIREMENTS: INCUMBENTS IN THIS CLASSIFICATION WILL TYPICALLY PERFORM THEIR PRIMARY JOB DUTIES UNDER THESE CONDITIONS. THESE CONDITIONS MAY CHANGE ON OCCASION IN PERFORMING THE DUTIES OF AN INDIVIDUAL POSITION.

Work typically is spent inside the office.

ADDITIONAL REQUIREMENTS:

Applicants and employees in this classification may be required to submit to a drug screening test and background check according to the agency's policies.

DATE CLASS ESTABLISHED: 7/1/06

DATE OF LAST REVISION: 10/3/22

THE LOCAL HEALTH DEPARTMENTS DO NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, AGE, DISABILITY, SEXUAL ORIENTATION, GENDER IDENTITY, ANCESTRY OR VETERAN STATUS. REASONABLE ACCOMMODATIONS ARE PROVIDED UPON REQUEST.