

DUTY STATEMENT

Employee Name:	Position Number: 580-353-5643-006
Classification: Research Scientist Supervisor I (Epidemiology and Biostatistics)	Tenure/Time Base: Permanent/ Full-Time
Working Title: Climate Change & Health Unit Chief	Work Location: 850 Marina Bay Parkway, Bldg. P, 3rd Floor Richmond, CA 94804
Collective Bargaining Unit: S10	Position Eligible for Telework (Yes/No): Yes
Center/Office/Division: Center for Healthy Communities	Branch/Section/Unit: Environmental Health Investigations Branch/ Exposure Investigations Section/ Climate Change & Health Unit

All employees shall possess the general qualifications, as described in California Code of Regulations Title 2, Section 172, which include, but are not limited to integrity, honesty, dependability, thoroughness, accuracy, good judgment, initiative, resourcefulness, and the ability to work cooperatively with others.

This position requires the incumbent to maintain consistent and regular attendance; communicate effectively (orally and in writing) in dealing with the public and/or other employees; develop and maintain knowledge and skill related to specific tasks, methodologies, materials, tools, and equipment; complete assignments in a timely and efficient manner; and, adhere to departmental policies and procedures.

All California Department of Public Health (CDPH) employees perform work that is of the utmost importance, where each employee is important in supporting and promoting an environment of equity, diversity, and inclusivity, essential to the delivery of the department's mission. All employees are valued and should understand that their contributions and the contributions of their team members derive from different cultures, backgrounds, and life experiences, supporting innovations in public health services and programs for California.

Competencies

The competencies required for this position are found on the classification specification for the classification noted above. Classification specifications are located on the [California Department of Human Resource's Job Descriptions webpage](#).

Job Summary

The incumbent works under the general direction of Exposure Investigations Section Chief, within the Environmental Health Investigations Branch (EHIB). The Research Scientist Supervisor I (RSS I) (Epidemiology/Biostatistics) serves as the Chief of the Climate Change & Health Unit (CCHU) and provides technical, scientific, and administrative oversight for the planning, organization, and direction of program staff. The RSS I oversees staff activities and manages extramural funding in the assessment of environmental health impacts related to climate change, including providing support for the following: coordination with other CDPH climate change programs, development of

surveillance methodology for wildfire and air pollution related illnesses and other climate associated health outcomes, inclusion of racial health equity into program work, presentations, and community outreach materials.

The RSS I provides technical and scientific expertise in epidemiology, climate change related health outcomes, disease surveillance, environmental health, health education, and community engagement, and acts as a subject matter expert within the Branch, providing consultation and technical assistance to programs and at the Department Level on an as-needed basis. The RSS I exercises a high degree of initiative, flexibility, and originality in a substantial decision-making role, in the day-to-day management, and direct supervision of professional staff.

Special Requirements

- Conflict of Interest (COI)
- Background Check and/or Fingerprinting Clearance
- Medical Clearance
- Travel: Up to 15%, in-state, with the possibility of overnight stay
- Bilingual: Pass a State written and/or verbal proficiency exam in
- License/Certification:
- Other:

Essential Functions (including percentage of time)

- 40% Serves as Chief of CCHU and directs staff to conduct epidemiological investigations and surveillance related to environmental health impacts of climate change which include: wildfire smoke, air pollution, harmful algal blooms, and drought. Supervises the work of professional staff which includes staff development, performance evaluation, program budgeting, and workforce planning. Directs complex scientific and spatial analysis, routine monitoring of statewide trends, and interpretation of surveillance data to promote exposure reduction strategies with a focus on health equity.
- 35% Directs the planning and development of disease surveillance protocols for wildfire smoke, air pollution, harmful algal blooms, and drought to improve surveillance and identification of health outcomes. Enhances surveillance by developing partnerships with local health jurisdictions already participating in the National Syndromic Surveillance Program to access their specific climate-related query results to identify wildfire smoke, air pollution, drought and other climate-related morbidity and mortality. Oversees staff activities relative to various partnerships, internal and external collaborations, and committees.
- 10% Oversees the writing of publications and reports on research projects, data analyses and community outreach materials. Presents evaluation and research results and interprets data at meetings and conferences.
- 10% Represents EHIB at various administrative, programmatic activities, and initiatives within the Department. Serves as the subject matter expert for surveillance of climate-associated illnesses and disease and as the scientific advisor or consultant to local, state, and federal partners.

Marginal Functions (including percentage of time)

5% Performs other job-related duties as assigned.

I certify this duty statement represents an accurate description of the essential functions of this position. I have discussed the duties and have provided a copy of this duty statement to the employee named above.		I have read and understand the duties and requirements listed above, and am able to perform these duties with or without reasonable accommodation. (If you believe reasonable accommodation may be necessary, or if unsure of a need for reasonable accommodation, inform the hiring supervisor.)	
Supervisor's Name:	Date	Employee's Name:	Date
Supervisor's Signature	Date	Employee's Signature	Date
HRD Use Only: Approved By: CW	Date 11/8/2022		