

**Chief, Division of Infectious Disease
Data Systems
California Department of Public Health**

September 2026



The California Department of Public Health (CDPH) is recruiting an experienced, visionary executive to assist in leading our new Division of Infectious Disease Data Systems (DIDDS)!

Come join one of the largest and most acclaimed state public health departments in the Nation to lead a team that supports statewide infectious disease surveillance, informatics, and data modernization strategy.

The Chief, DIDDS facilitates cross-functional collaboration between the Center for Infectious Diseases (CID), the Information Technology Services Division (ITSD), and internal and external workgroups to ensure alignment with departmental priorities and statewide data modernization efforts.

The ideal candidate:

- Experience managing multi-million-dollar data systems and ensuring compliance with legislative and departmental requirements
- Proven ability to direct complex, cross-functional initiatives and drive organizational improvements
- Demonstrated experience leading large, multidisciplinary teams and managing subordinate managers in a public health and/or data systems environment

The Chief, DIDDS, plays a key role in shaping and coordinating policies and legislation related to CID data systems, ensuring they align with public health mandates and statutory requirements.

The State of California offers a generous benefits package including a pension plan and some of the best medical, dental, and vision plans available.

CDPH is committed to achieving a diverse workforce through application of equal opportunity and nondiscrimination policies in all aspects of employment to create an environment that is welcoming to all individuals.



CDPH works to protect people in the Golden State and helps shape positive health outcomes for individuals, families, and communities. CDPH programs touch the lives of everyone who calls California home, and the millions who visit each year.



This vacancy is being advertised in Contra Costa and Sacramento Counties. The position's headquarters will be in the county nearest to the selected candidate's residence.

DUTY STATEMENT

Employee Name: Vacant	Position Number: 580-410-7500-002
Classification: Career Executive Assignment – Level A	Tenure/Time Base: Non-Tenured/Full-Time
Working Title: Chief, Division of Infectious Disease Data Systems	Work Location: 1616 Capitol Avenue Sacramento, CA 95814 or 850 Marina Bay Parkway Richmond, CA 94804
Collective Bargaining Unit: M01	Position Eligible for Telework (Yes/No): Yes
Center/Office/Division: Center for Infectious Diseases/ Division of Infectious Disease Data Systems	Branch/Section/Unit: N/A

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

This position supports the California Department of Public Health's (CDPH) mission and strategic plan by providing leadership and strategic direction for the development, modernization, reporting, and analytics of data systems within the Center for Infectious Diseases (CID) and the Division of Infectious Disease Data Systems (DIDDS).

The incumbent works under the administrative direction of the Deputy Director, CID. The CEA

serves as the Chief of the DIDDs, providing strategic leadership of the planning, management, and oversight of teams responsible for the development and operation of CID data systems. This role facilitates cross-functional collaboration between the CID, the CDPH Information Technology Services Division (ITSD), and internal and external workgroups to ensure alignment with departmental priorities and statewide data modernization efforts. The CEA actively contributes to, and coordinates as appropriate, the formulation and implementation of policies and legislation related to CID data systems, ensuring consistency with public health mandates and statutory requirements.

Special Requirements

- ☒ Conflict of Interest (COI)
- ☐ Background Check and/or Fingerprinting Clearance
- ☐ Medical Clearance
- ☒ Travel: Statewide travel up to 30% may be required.
- ☐ Bilingual: Pass a State written and/or verbal proficiency exam in
- ☐ License/Certification:
- ☐ Other:

Essential Functions (including percentage of time)

- 30% Serves as the Center's principal data systems advisor to the Deputy Director and Assistant Deputy Director of the Center for Infectious Diseases on statewide infectious disease surveillance, informatics, and data modernization strategy. Provides executive leadership developing, integrating and managing infectious disease data systems that support tracking and reporting of communicable diseases, case investigation, contact tracing, laboratory results, immunization records, and population health. Oversees and directs all strategic functions of the DIDDs, ensuring full alignment with departmental mandates, statewide priorities and statutory obligations. Provides executive oversight of the development and maintenance of data systems and platforms, monitoring scope, timelines, and funding to ensure efficient, timely and cost-effective delivery. Advises on the use and understanding of data, statistics and relevant information to inform public health policy, program design, and statewide response strategies. Represents the Department in high-level discussions with federal, state, and local partners regarding infectious disease data systems, interoperability, and modernization efforts.
- 20% Oversees system organization, data management, and interoperability across platforms supporting disease surveillance, outbreak response, and health information exchange. Establishes policies and procedures to ensure data quality, integrity, security, and confidentiality in compliance with applicable laws and regulations. Leads modernization initiatives to enhance real-time data exchange, analytics capabilities, and system scalability to support evolving public health needs.
- 20% Provides leadership in epidemiology, data analysis, and applied public health science by guiding the collection, integration, analysis, and dissemination of infectious disease data across multiple programs and jurisdictions. Directs the creation of reports, dashboards, and reporting tools to monitor disease trends, identify outbreaks, evaluate interventions, and inform decision-making. Ensures the integration of advanced methodologies, including predictive

analytics and data modeling, to strengthen surveillance and response capabilities. Leads and collaborates with a multidisciplinary team, including researchers, scientists, IT professionals, administrative personnel, and contractors, through strategic planning, coordination, and execution of complex initiatives and translate complex data into actionable insights for executive leadership and external stakeholders. Provides leadership on infectious disease data governance, equity, and ethical use of public health data to ensure inclusive, culturally responsive, and evidence-based decision-making. Advises on data use agreements, privacy protections, and responsible data sharing practices. Supports responses to data security and privacy incidents and ensures compliance with departmental and statewide information security policies.

- 15% Cultivates and sustains collaborative relationships with internal and external stakeholders, including CDPH directorate, program leadership, control agencies, other state and federal departments, and public/private sector partners, to advance strategic data system initiatives. Leads interagency coordination to support data sharing, system integration, and alignment of surveillance practices across jurisdictions. Represents the Department in legislative hearings, intergovernmental committees, and public forums as a subject matter expert in infectious disease informatics and data systems. Facilitates communication between technical teams, program leadership, and policymakers to ensure transparency, alignment, and effective implementation of statewide initiatives.
- 10% Provides executive oversight of organizational development, workforce planning, and operational coordination across the Division. Assesses staffing and resource needs to support data systems, epidemiology, and informatics functions. Participates in recruitment, selection, and performance management of multidisciplinary staff, including epidemiologists, data scientists, IT professionals, and administrative personnel. Establishes priorities, allocates resources, and ensures alignment of Division activities with departmental strategic goals and emerging public health threats.

Marginal Functions (including percentage of time)

5% Performs other work-related duties as required.

☐ 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: CB

Date: 4/23/2026