

DUTY STATEMENT

Employee Name:	Position Number: 580-011-5609-909
Classification: Research Scientist Senior	Tenure/Time Base: Permanent / Full-time
Working Title: Public Health Prioritization Epidemiologist	Work Location: 850 Marina Parkway Richmond, CA 94804
Collective Bargaining Unit: R10	Position Eligible for Telework (Yes/No): Yes
Center/Office/Division: Office of Policy and Planning	Branch/Section/Unit: Policy and Program Branch/ Decision Intelligence Section

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 advancing population health management and the health and well-being of California's diverse people and communities by promoting health and wellness, increasing health equity, enhancing services through agile operations, and optimizing data and technology. The mission of the Office of Policy and Planning (OPP) is to advance transformative policies and systems change that will promote state and community health improvement through prevention, equity, and collective action. The Office of Policy and Planning (OPP) promotes public health policies priorities and supports CDPH capabilities for community health improvement, policy development, research and analysis, integrated planning, decision intelligence, lean transformation, and grants management.

The incumbent works under the general direction of the Research Scientist Supervisor II (RSS II) of the Decision Intelligence Section the Research Scientist Senior will work independently, within a team, and collaborate to ensure that OPP provides scientific evaluation and research method consultation to internal and external stakeholders for complex projects. In collaboration with departmental scientists and management, the RS Senior designs scientific analyses to describe the relationship of public health and health outcomes to policy makers, healthcare partners, and public health entities.

The Research Scientist Senior (RS Senior) serves as the Public Health Prioritization Epidemiologist and directs data collection and public health analytics, provides technical assistance, makes scientific presentations, writes scientific reports, and interprets complex data. The RS Senior leads, plans, organizes, and directs scientific research and evaluation studies of a highly developed scientific scope and complexity. The RS Senior will deploy modern epidemiologic methods and analysis and work closely within the Decision Intelligence Section (DIS) team, to transform data and information into good policy decisions and public health action by informing public health prioritization efforts.

The mission of the Office of Policy and Planning (OPP) is to advance transformative policy, and systems change that will promote state and community health improvement through prevention, equity, and collective action. The OPP promotes public health policy priorities and supports CDPH capabilities for community health improvement, policy development, research and analysis, integrated planning, decision intelligence, lean transformation, and grants management.

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Special Requirements

- ☐ Conflict of Interest (COI)
- ☐ Background Check and/or Fingerprinting Clearance
- ☐ Medical Clearance
- ☒ Travel:
- ☐ Bilingual: Pass a State written and/or verbal proficiency exam in
- ☐ License/Certification:
- ☐ Other:

Essential Functions (including percentage of time)

30% Leads and directs major public health prioritization research for the Section; quantifies state, federal, and local public health effort across domains both retrospectively and prospectively; conducts and supports impact evaluation and implementation science research approaches for major public health initiatives; studies the correspondence between public health effort, disease burden, and other metrics to inform public health prioritization initiatives; writes reports and gives presentation on results to relevant stakeholders, soliciting and incorporating appropriate feedback iteratively.

25% Uses advanced epidemiology/biostatistics skills to identify communities and populations in California at highest risk of diseases, with a focus on preventable conditions; assesses the distribution of disease/risk factors and populations disproportionately affected in the state; identifies disease trends and develops geographic analyses; collects, maintains, and analyzes

community health, and related risk factor surveillance data to identify priority populations and strategies for the development and management of (primary) prevention programs; leads research and development on a California “burden of disease” study to quantify morbidity and mortality and highlight public health opportunities for prioritization.

20% Develops tailored decision intelligence approaches for OPP and CDPH based on best practices provided through training and supporting research literature; leads dialogue decision process exercise for the Section and collaborating teams; builds and maintains supporting code and no-code tools for strategy tables, consequence tables, and similar concepts; innovates on the application of decision science approaches for public health with an interdisciplinary lens; represents the Section and attends and presents at relevant meetings around decision intelligence topics.

20% Serves as a scientific consultant and subject-matter-expert on research study design and appropriate statistical and epidemiological methodologies as the scientific advisor and mentor to junior scientists on the OPP team and with internal collaborators; participates in the development and implementation of artificial intelligence methods for furtherance of decision intelligence projects. Develop partnerships for learning and skill building experiences and research/evaluation projects.

Marginal Functions (including percentage of time)

5% Performs other duties as assigned by the Research Scientist Supervisor II, Chief, Decision Intelligence Section.

☐ 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: TY

Date: 9/28/26