

## **POSITION DESCRIPTION – Alfred Health**

<b>DATE REVISED:</b>	<b>7<sup>th</sup> December</b>
<b>POSITION:</b>	<b>Epidemiologist</b>
<b>AWARD/AGREEMENT:</b>	<b>ALLIED HEALTH PROFESSIONALS (VICTORIAN PUBLIC HEALTH SECTOR) SINGLE INTEREST ENTERPRISE AGREEMENT 2016-2020</b>
<b>CLASSIFICATION TITLE:</b>	<b>Community Development Worker Class 3</b>
<b>DEPARTMENT/UNIT:</b>	<b>School of Public Health and Preventive Medicine</b>
<b>CLINICAL PROGRAM:</b>	<b>Monash Program at Alfred Health</b>
<b>DIVISION:</b>	<b>Finance</b>
<b>ACCOUNTABLE TO:</b>	<b>A/Prof James Trauer, Head of Epidemiological Modelling</b>

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### **ALFRED HEALTH**

Alfred Health is the main provider of health services to people living in the inner southeast suburbs of Melbourne and is also a major provider of specialist services to people across Victoria. The health service operates three outstanding facilities, The Alfred, Caulfield, and Sandringham.

Further information about Alfred Health is available at [www.alfredhealth.org.au](http://www.alfredhealth.org.au)

### **OUR PURPOSE**

To improve the lives of our patients and their families, our communities and humanity.

### **OUR BELIEFS**

Our staff are expected to demonstrate and uphold the beliefs of Alfred Health:

- Patients are the reason we are here – they are the focus of what we do
- How we do things is as important as what we do. Respect, support and compassion go hand in hand with knowledge, skills and wisdom. Safety and care of patients and staff are fundamental
- Excellence is the standard we work to everyday. Through research and education we raise the bar for tomorrow
- We work together. We play vital roles in a team that achieves extraordinary results
- Our leadership shares ideas and demonstrates behaviours that inspire others to follow

## **QUALITY, SAFETY, RISK and IMPROVEMENT**

- Maintain an understanding of individual responsibility for patient safety, quality & risk and contribute to organisational quality and safety initiatives
- Follow organisational safety, quality & risk policies and guidelines
- Maintain a safe working environment for yourself, your colleagues and members of the public.
- Escalate concerns regarding safety, quality & risk to appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with principles of Patient Centred Care.
- Comply with Alfred Health mandatory continuing professional development requirements.
- Comply with requirement of National Safety & Quality Health Service Standards and other relevant regulatory requirements.

## **OTHER REQUIREMENTS FOR ALL ALFRED HEALTH STAFF:**

- Ensure compliance with relevant Alfred Health clinical and administrative policies and guidelines.
- Comply with relevant privacy legislation.
- Protect confidential information from unauthorised disclosure and not use, disclose or copy confidential information except for the purpose of and to the extent necessary to perform your employment duties at Alfred Health.
- Comply with Alfred Health medication management and medication safety policies and guidelines.
- In this position you must comply with the actions set out in the relevant section(s) of the OHS Roles and Responsibilities Guideline.
- Research activities will be undertaken commensurate with the role

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## **DEPARTMENT**

Monash School of Public Health and Preventive Medicine is a teaching and research unit of the Faculty of Medicine, Nursing and Health Sciences and is located at the Alfred Hospital Campus. It plays a prominent role in public health medicine and works closely with the major Monash affiliated hospitals, research institutes and public health units within Victoria. It plays a prominent role in public health medicine in Australia and has a strong record for training individuals with the capacity and skills to assume leadership roles in Australia in this field. We work closely with the major Monash affiliated hospitals, research institutes and public health units within Victoria. Our skills provide a key resource underpinning translational research within our Faculty.

## **POSITION SUMMARY**

The appointee will be a key member of the research team building and interpreting models for real-time guidance of the policy response to COVID-19 in Australia. This is a major project to support the national COVID-19 response (>AUD 1 million) involving the recruitment of several additional staff and predominantly funded through the Australian Medical Research Future Fund in collaboration with our industry partners: the Victorian Department of Health, the World Health Organization and Amazon Web Services. The project will extend current work with these

partners applying these models to inform policy changes in Victoria, the Philippines and Malaysia. During the grant period, modelling of optimal COVID-19 vaccination strategies is likely to be a major focus.

The appointee will assume primary responsibility for ensuring that model inputs accurately reflect the epidemiology of COVID-19 in the settings to which they are applied, interpreting model outputs and producing policy-relevant materials (both government reports and journal publications). This will require the appointee to stay up-to-date with all aspects of COVID-19 epidemiology (e.g. typical serial interval, duration of infectiousness, effects of interventions, etc.) and to understand the context to which our models are applied (e.g. the epidemiology and policy response in Victoria, Australia and our region). The appointee will provide guidance on these aspects to other members of the team and will also be the lead team member for coordinating our work with stakeholders from one of the main settings for application (Victoria, Australia, the Philippines or Malaysia), including governmental and public health advisory bodies.

The appointee will carry out independent and/or team-based research within the areas described above and perform activities to develop their research expertise relevant to the particular field of research. This will involve close interaction with infectious disease modellers, software developers, public health specialists and epidemiologists within our growing team and more broadly within the School of Public Health and Preventive Medicine. Appointment will be at the level best suited to the experience of the applicant and we intend to appoint the strongest applicant relative to their level of experience.

Although the appointee will not be expected to write code or build new models, good quantitative knowledge and the ability to understand the epidemiological aspects of the models being constructed would be an advantage. Other team members will be responsible for the construction and development of our epidemiological TB transmission models, which have been used in many settings across the world to guide policy and program responses.

## **QUALIFICATIONS/EXPERIENCE REQUIRED**

### **Essential**

- Qualification in epidemiology or public health, e.g. PhD, Master of Public Health
- Understanding of infectious disease epidemiology and control

### **Desirable**

- Experience with evidence synthesis and literature review, including reference management (e.g. with Mendeley, Zotero)
- Demonstrated manuscript and research proposal preparation skills; including a solid track record of refereed research publications
- High-level organisational skills, with demonstrated capacity to establish and achieve goals
- The ability to work both independently in a research environment and as part of an inter-disciplinary research team
- Advanced quantitative skills
- Excellent written and oral communication skills
- Fellowship of the Australasian Faculty of Public Health Medicine
- A conceptual understanding of infectious disease modelling
- Experience in supervising and working with major honours or postgraduate students within the discipline

## **Less important**

- Understanding of software development
- Understanding of applied mathematics

## **KEY CAPABILITIES**

- Teamwork
- External stakeholder liaison
- Understanding of public health, health policy and epidemiology

## **DUTIES AND RESPONSIBILITIES**

Specific duties required of the appointee may include:

1. The conduct of research either as a member of a team or independently and the production of conference and seminar papers and publications from that research
2. Supervision of research-support staff involved in the staff member's research
3. Guidance in the research effort of junior members of research-only Academic staff in their research area
4. Contribution to the preparation or, where appropriate, individual preparation of research proposal submissions to external funding bodies
5. Involvement in professional activities including, subject to availability of funds, attendance at conferences and seminars in the field of expertise
6. Administrative functions primarily connected with their area of research
7. Occasional contributions to the teaching program within the field of the staff member's research
8. Co-supervision or, where appropriate, supervision of major honours or postgraduate research projects within the field of the staff member's area of research
9. Attendance at meetings associated with research or the work of the organisational unit to which the research is connected and/or at departmental, school and/or faculty meetings and/or membership of a limited number of committees

**Position Description authorised by: Gavin Horrigan**

**Date:** December 2020