

The California Department of Public Health is dedicated to optimizing the health and well-being of the people in California.

Governor's Exempt Appointment
The California Department of Public Health (CDPH) is currently recruiting for Infectious Diseases Laboratory Chief (Exempt).

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

CLASSIFICATION: Infectious Diseases Laboratory Chief (Exempt)
JOB LOCATION: Richmond, CA
FINAL FILING DATE: November 27, 2015

If you are looking for an exciting career challenge and have a desire to work with dedicated professionals in the field of public health, consider this position with the California Department of Public Health (CDPH).

CDPH is dedicated to optimizing the health and well-being of the people in California.

CDPH Core Values: A set of attitudes, beliefs and behaviors that define CDPH employees and our actions:

- *Collaboration:* We value our partners. We reach out to diverse groups and external stakeholders. We foster both internal and external collaboration. We empower and engage our staff.
- *Competence:* We strive for excellence in all that we do. We invest in our staff and value and reward competence.
- *Equity:* We foster policies and programs that promote fairness, social justice, equity and cultural competence.
- *Integrity:* We adhere to high ethical and professional standards in our work and relationships. We are honest in our interactions and conscientious stewards of the resources entrusted to us.
- *Respect:* We treat all people with respect, courtesy, and understanding.
- *Responsibility:* We follow through on commitments. We hold ourselves and others accountable for results.

- *Trust:* We foster an atmosphere of trust by modeling consistent and professional behaviors and valuing them in others. We strive for transparency in our actions and communications.
- *Vision:* We seek new information and progressive solutions. We encourage innovation and creativity. We work in the present and focus on the future.

CDPH achieves its mission through the following Core Activities:

- Promoting healthy lifestyles for individuals and families in their communities and workplaces.
- Preventing disease, disability, and premature death and reducing or eliminating health disparities.
- Protecting the public from unhealthy and unsafe environments.
- Providing or ensuring access to quality, population-based health services.
- Preparing for, and responding to, public health emergencies.
- Producing and disseminating data to inform and evaluate public health status, strategies, and programs.

Position Description

Under the direction of the Chief, Division of Communicable Disease Control, the Infectious Disease Laboratory Chief has primary responsibility for oversight to the Microbial Diseases Laboratory (MDL), Viral & Rickettsial Disease Laboratory (VRDL), and the Infant Botulism Treatment & Prevention Program (IBTTP). The Chief provides an executive staff level focus for cross-cutting laboratory policy, operational (e.g., laboratory information system), and regulatory issues within the Division of Communicable Disease Control (DCDC). The Chief will be responsible for administrative oversight of the laboratories, ensuring that departmental policies with respect to contracting, purchasing, and human resources are carried out.

A major role of this position is functioning as the Assistant State Public Health Laboratory Director with direct oversight of laboratory activities related to the detection and identification of infectious diseases including agents of bioterrorism, foodborne diseases, microbial agents, and viral and rickettsial disease agents. Provides direct supervision of MDL, VRDL and IBTTP Chiefs and ensures the DCDC's laboratories have adequate bioscientific and technical support, infrastructure, emergency plans, and strategic plans to conduct their mandated activities. The Infectious Diseases Laboratory Chief integrates the activities of these laboratories internally as well as with other state, local, and federal public health agencies to ensure consistency of compliance with current laboratory principles and practices, Department objectives, and evaluates the effectiveness of these programs. Oversees staff activities relative to the various advisory boards and committees acting as consultant bodies to DCDC.

Additional Responsibilities

- Oversight of regulatory activities within the laboratories, including CLIA and select agent compliance and inspections.
- Establish and transmit medical policy requirements to staff, and apprise the administration of important and sensitive issues.
- Assure respect for the administration's awareness and support for public health disease control efforts in the state.
- Offer general fiscal, administrative, public media, and legislative sensitivity guidance to program level staff.
- Serve as DCDC's executive sponsor for laboratory issues and provides leadership on the development and implementation of policy on clinical laboratory issues before appropriate local, state, and regional organizations.
- Keep current with new developments in biomedical and science.
- Direct the development of regulations and guidelines for the laboratories as they relate to DCDC for the prevention and control of infectious diseases.
- Provide guidance in the preparation of bill analyses and departmental positions on state and federal legislation.
- Represent the Department in legislative hearings on matters related to the Infectious Diseases Laboratories, MDL, VRDL and IBTTP.
- Oversee special laboratory investigations related to infectious disease outbreaks.
- Oversee the laboratory components of special studies of the incidence, prevalence, and epidemiology of infectious diseases.
- Lead cooperative efforts with research institutions on infectious disease studies for the detection and identification of emerging infectious diseases.
- Prepare papers for publication.
- Represent the Department before the media.

Requirements for the position:

- PhD in microbiology or related discipline or other doctoral degree with clinical laboratory focus (e.g. MD with specialization in clinical pathology).
- Board certification from one of the organizations that qualifies for CLIA certification as a laboratory director.
- Eligibility for CLIA certification as the director of a high complexity laboratory.
- At least 5 years experience in clinical or public health laboratory management.

Qualifications

- Ability to function as part of an executive management team to plan, develop and implement department policies and priorities.
- Ability to lead and manage a professional multidisciplinary team.
- Proven ability to interact with and engage stakeholders.
- Ability to effectively plan for and manage changes in department priorities and operations necessary to respond to public health emergencies.
- Ability to communicate effectively, orally and in writing, with the Governor's Office, the Health and Human Services Agency, CDPH executives, other state and federal agencies, the Legislature, and CDPH partners, including local health departments.

Desirable Characteristics

- Experience with a broad range of public health programs.
- Executive level experience in planning, organizing, and operating policy and program activities for a large public or private entity.
- A track record of recruiting, managing, and retaining top-level managers who function effectively as a team.
- Formal training in public health.
- Experience as director of a public health laboratory.
- Experience with implementing federal select agent regulations.

Application Information

Interested candidates should submit:

- A resume;
- Three professional references (name, telephone number, and email address);
- A statement of qualifications, addressing the following seven critical factors.

Statement of Qualifications

In addition to your resume, all interested applicants are required to submit a Statement of Qualifications. The Statement of Qualifications must discuss how your background, knowledge, skills, and abilities meet the following seven critical factors:

1. Describe your experience working with high level managers and policy makers. In particular, describe your experience working with decision makers in local, state and federal government.
2. Describe your experience working with non-governmental stakeholders and advisory groups to help develop public health policies and programs.

3. Describe your experience with managing a public health or clinical laboratory, including setting priorities, directing the work of multidisciplinary professional and administrative staff, resolving personnel issues and managing a large budget.
4. Describe an experience that demonstrates your ability to analyze complex problems and recommend effective courses of action.
5. Describe your experience with the science of microbiology, including writing, reviewing and editing scientific publications.
6. Describe your experience working with partners in epidemiology and communicable disease control.
7. Describe your experience implementing laboratory regulations, including CLIA and the federal Select Agent program.

Submit all documents and any questions to:

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Complete Duty Statement available upon request.