



NEW JERSEY DEPARTMENT OF HEALTH NOTICE OF VACANCY

State of New Jersey

The Department of Health has a career opportunity for qualified candidates for the following position:

Title Health Science Specialist [Unclassified]		Salary S98 TBD	
Posting Number 580-24	Position Number 912510	Number of Positions 1	Posting Period * From: 09/09/2024 To: 10/06/2024
Location: Division of Community Health Services Community Health and Wellness Unit 55 N Willow St, 5th Floor Trenton, NJ 08625		Scope of Eligibility/Open to: Applicants who Meet the Requirements	

GENERAL DESCRIPTION

Under the direction of the Community Health and Wellness Unit (CHWU) Executive Director, the Health Science Specialist (HSS) will provide oversight to the Epidemiology, Surveillance & Evaluation (ESE) team and will direct and lead evaluation and surveillance deliverables for multiple programs supported by state and federal funding. This position:

- Develops methods to assess integrated approaches to chronic disease interventions including tobacco cessation and control, diabetes control and prevention, cancer control and prevention, etc. Analyze data and interpret results to evaluate program progress and identify areas of potential program improvement. Manage the design and implementation of a range of quantitative and qualitative evaluation methodologies, including surveys, semi-structured focus groups and interviews, tailored for each program.

- Collect, compile and analyze health care data and information to ensure the organization's data systems meets the necessary organizational needs. Experience analyzing UDS, BRFSS, and clinical data systems, including EHRs

Supervises surveillance efforts for chronic disease programs, analyzes data, and engages in ongoing evaluation processes while providing feedback to programs for continuous quality improvement.

- Prepares clear, accurate, and informative, statistical, and other reports containing findings, analyses, conclusions, and recommendations for internal and external use. Manage data cleaning operations of existing data

- Guides the development of funding applications, Request for Applications (RFAs), and work plans to build comprehensive evaluation and data components that include performance measure and evaluation strategies, including those related to addressing health disparities and inequities.

- Represents the Division of Community Health Services broadly, and Community Health and Wellness specifically, and liaise with other relevant offices/departments/units to ensure that chronic disease related data is accessible. Works closely with internal DOH staff in other divisions/programs, and external partners to ensure data/evaluation collaboration, communication, and coordination with programs and other public health entities.

- Supervises staff on the ESE team.

- Assists in the development of new approaches with the data vendors to display data utilizing visualization tools (e.g., PivotTable, Tableau, Microsoft Power BI, etc.), query search, and retrieval of historical data; and provides instructions, technical assistance, and training to program staff.



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- Collaborates with programmatic vendors in the development and implementation of data collection and reporting/tracking tools and systems.
- Serves as the ESE subject matter expert on various CHWU coalitions and strategic planning groups.
- Participates in local and national work groups to maintain continuing education on new/cutting edge state and evaluation methodologies and technology.

This position will be eligible to participate in the Department's pilot telework program, which offers eligible employees the opportunity to work remotely for up to two (2) days per week, as approved by management.

Appropriate degree backgrounds include public health, epidemiology, biostatistics, or other related fields.

REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

EDUCATION:

A Doctorate from an accredited college or university in a discipline appropriate to the position.

EXPERIENCE:

Four (4) years of experience in an area appropriate to the position.

NOTE: A Master's degree in a discipline appropriate to the position plus an additional two (2) years of experience as specified above may be substituted for the Doctorate.

LICENSE:

Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility is necessary to perform the essential duties of the position.

IMPORTANT FILING INSTRUCTIONS

If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:
PSTCHD@doh.nj.gov
- Mail the required documents to:
Tiara Green, Administrative Assistant 1
Community Health Division
Reference Posting #
New Jersey Department of Health
PO Box 355
Trenton, NJ 08625-0355

Required documents:

- cover letter
- resume
- completed application, found at:
<http://www.nj.gov/health/forms/dpf-663.pdf>

** Responses received after the closing date MAY be considered if the position is not filled.*



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IMPORTANT NOTES

**State as a Model Employer
of People with Disabilities
(SAME) Applicants:**

If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME program, visit their website at:

<https://nj.gov/csc/same/overview/index.shtml>, email: SAME@csc.nj.gov , or call CSC at (833) 691-0404.

PHEL Candidates:

If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.

Direct Client Care:

If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.

**New Jersey
First Act:**

In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.

Resume Note:

Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.

Authorization to Work:

Selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services Regulations. The State of New Jersey does **not** provide sponsorships for citizenships to the United States.

Note: Newly hired employees must agree to a thorough background check that will include fingerprinting.

The New Jersey Department of Health is an Equal Opportunity Employer.