

**Position Title:** Senior Epidemiologist

**Campus:** Ballarat

**Directorate:** Medical and Epidemiology

**Department:** Grampians Public Health Unit (GPHU)

**Reporting to:** **Direct:** Public Health Physician/Senior Manager, Medical and Epidemiology, GPHU  
**Indirect:** Director Population and Public Health, GPHU

**Direct reports:** N/A

### Appointment Terms/Conditions

**Term** Permanent, full-time (38 hours/week)

**Classification and Code:** Medical Scientist, Grade 2- 3 (RY4-RZ1)

**Enterprise Agreement** Medical Scientists, Pharmacists and Psychologists Victorian Public Sector (Single Interest Employers) Enterprise Agreement 2021–2025

### ORGANISATIONAL INFORMATION

Grampians Health was established on 1 November 2021. Drawing on a regional history of over 150 years, we provide service to over 250,000 Victorians, operate across 21 campuses and sites, and employ more than 7,000 dedicated professionals. Our values reinforce our commitment to providing high-quality, accessible healthcare services close to home. Our mission is to serve the communities of the Grampians region with comprehensive care, ensuring every individual receives the attention they deserve. For more information, visit [www.grampianshealth.org.au](http://www.grampianshealth.org.au).

<b>Collaboration</b>	<b>Compassion</b>	<b>Accountability</b>	<b>Respect</b>	<b>Innovation</b>
<i>We are stronger together.</i>	<i>We show that we care.</i>	<i>We do what we say and say what we do.</i>	<i>We appreciate and value all people.</i>	<i>We adapt and innovate to achieve best outcomes.</i>
Recognising and utilising strengths to share knowledge, solve problems, build relationships and deliver the best outcomes possible.	All people deserve to be treated with compassion, kindness and empathy.	Openness, honesty and transparency support us to be courageous, take responsibility for our actions and follow through on our commitments	Our actions and words reflect our commitment to a safe and fair health service for all.	Every day, we apply expertise and integrity to make responsible choices, always striving for continuous improvement.

## About Grampians Public Health Unit

Established in January 2021, the Grampians Public Health Unit (GPHU) is one of Victoria's nine designated Local Public Health Units (LPHUs) within the state-wide public health system. Hosted by Grampians Health, the GPHU provides comprehensive public health leadership across the Grampians region, serving more than 250,000 residents across 11 Local Government Areas, spanning 47,000 square kilometres in regional western Victoria.

The GPHU's purpose is to promote health, prevent disease and protect the health and well-being of all communities throughout our region. We achieve this through communicable disease surveillance and control, outbreak prevention and response, health promotion, disease prevention and population health initiatives. The unit is led by the Director, Population and Public Health and structured into four divisions; Health Protection, Medical & Epidemiology, Population Health and Business Operations. The GPHU delivers technical expertise and strategic leadership to the region through its team of public health officers, health promotion officers, public health physicians, epidemiologists, communications experts, operational managers and administrative support. Through the collection, analysis and application of public health intelligence, the GPHU supports evidence-based action to address current and emerging public health challenges across the region.

The GPHU works in close collaboration with other units in the Victorian Local Public Health Network and the Department of Health, alongside diverse stakeholders in every part of our catchment. Our collaborative approach includes partnerships with leaders from all health services in the region, aged care and disability services, local government authorities, emergency services, community and cultural organisations, businesses and government departments who are motivated to lead health efforts in their own communities. This comprehensive regional approach ensures that public health initiatives reach all communities within the Grampians region through coordinated partnerships with stakeholders across the region.

## POSITION PURPOSE

The Senior Epidemiologist provides specialist epidemiological leadership and public health intelligence to the Grampians Public Health Unit, supporting health protection, disease prevention and population health promotion activities across the region. The role sits within the Medical and Epidemiology division, supported by a junior epidemiologist and reporting to the Senior Public Health Physician/Senior Manager, Medical and Epidemiology.

The role provides technical and operational epidemiological expertise to develop and enhance disease surveillance systems, undertake communicable disease investigations and support coordinated public health responses to nationally notifiable conditions, in collaboration with the broader Victorian Local Public Health Network and the Department of Health. The Senior Epidemiologist also works with regional, state and national partners to access, integrate and analyse multi-source data to identify population health priorities, inform health promotion and disease prevention activities and support strategic planning, with particular attention to vulnerable populations and health inequities across the Grampians region.

Using contemporary epidemiological methods and data analytics, the Senior Epidemiologist generates timely public health intelligence to inform evidence-based decision-making, translating complex information into clear, actionable insights. The role leads the development of reports, visualisations and analytical products that communicate public health trends, risks and opportunities for intervention to a range of stakeholders. The position will also be responsible for strengthening data governance frameworks and advancing the unit's strategic research agenda to support evidence generation, innovation and build the academic profile of the unit. Working across health protection and health promotion functions, the role will support audit, evaluation and quality improvement activities to inform organisational learning and improve effectiveness.

As a senior member of the GPHU, the Senior Epidemiologist provides technical leadership and mentorship to the multidisciplinary team, contributing to workforce capability development and professional education. Through sharing data, insights and evidence, the position helps build regional partnerships and coalitions that support coordinated action and improve population health outcomes across the Grampians region.



## KEY ACCOUNTABILITIES

### Communicable Disease

- Lead the epidemiological function for communicable disease related work of the Public Health Unit, including but not limited to disease surveillance, cluster analysis, transmission dynamics, outbreak investigation and evidence-based decision-making
- Perform timely and advanced data preparation, validation, analysis, visualisations and accurate reporting of health data across multiple platforms to communicate findings to internal and external stakeholders
- Collaborate with Department of Health and other Public Health Units to ensure consistent reporting and approach aligned with current state and national guidelines
- Maintain situational awareness of communicable disease trends locally, nationally, and internationally to inform public health responses

### Non-Communicable Disease and Population Health

- Conduct epidemiological analysis and modeling to identify health trends, inequalities, and emerging issues across the Grampians region
- Support strategic public health planning through population health needs assessment, demographic forecasting, research, and data-driven insights
- Translate complex epidemiological concepts and findings into accessible formats for diverse stakeholders
- Develop evidence-based approaches to address social and structural determinants of health

### Data and Research

- Access, collect, curate and maintain high-quality public health data from multiple sources to support disease surveillance, health protection, health promotion and population health activities.
- Develop and maintain dashboards, visualisations, analytical tools and reporting products that translate data into actionable intelligence and support evidence-based decision-making.
- Establish and maintain data governance processes to ensure the integrity, quality, security, accessibility and appropriate use of public health data in accordance with legislative and organisational requirements.
- Develop a strategic research agenda aligned with unit priorities and emerging public health issues.
- Contribute to public health research, literature reviews, and critical analysis relevant to regional priorities
- Strengthen the research capability of the unit through mentorship, education and support for conference presentations, publications and other scholarly activities.

### Public Health Communication and Education

- Prepare comprehensive reports and presentations to inform public health decision-making
- Communicate public health risks and priority areas to partners and community stakeholders
- Collaborate with colleagues across Victorian PHUs to share intelligence and gather epidemiological information relevant to public and population health.
- Provide training, mentorship and technical support to staff on effective data collection and analysis

### Audit, Evaluation and Continuous quality improvement

- Support the audit function across health protection activities to ensure high quality data entry, meet reporting requirements and identify opportunities to improve effectiveness of public health actions
- Design, conduct, and implement evaluation frameworks for GPHU activities and programs
- Contribute to the development and optimisation of workflows in the unit to improve efficiency and quality
- Participate in relevant committees, quality improvement initiatives, and professional development

### General

- Maintain accurate and detailed records in accordance with legislative requirements and organisational policies
- Compliance in mandatory training and development
- Undertake additional duties and projects as required to support GPHU operations

## KEY SELECTION CRITERIA

### Qualifications

- University qualifications in epidemiology, biostatistics, data science or related field and equivalent applied experience.
- Desirable: Additional tertiary qualification in public health, Post-graduate qualifications (eg. PhD) in epidemiology or a related field

### Technical/Professional Knowledge and Skills

- Well-developed oral and written communication skills with demonstrated experience in collaborating with others and stakeholders to understand, record, and fulfill information needs.
- Demonstrated experience working effectively within multidisciplinary teams, collaborating with professionals from various backgrounds to integrate diverse perspectives toward achieving shared objectives
- Proven skills in managing, interpreting and synthesising complex datasets from multiple sources
- Demonstrated ability to apply epidemiological and statistical methods to communicable disease surveillance, outbreak investigation, signal detection, public health reporting and evaluation.
- Proven proficiency in appropriate software tools (such as R/RStudio, SQL, Databricks, Power BI, REDCap and Microsoft Excel) to extract, manage, analyse, visualise and report data.
- Experience as an Epidemiologist and/or experience with large data set analysis to inform actions in a large organisation, emergency response, population and or public health setting
- Demonstrated knowledge of public and population health information, analytics, monitoring systems and data governance processes
- Demonstrated research skills and/or peer-reviewed epidemiology publication track record
- Desirable: Familiarity with Department of Health clinical reporting platforms and information systems (PHESS/PHAR)
- Desirable: Experience working as an epidemiologist or public health officer in a public health department and/or emergency response setting highly regarded.
- Desirable: Knowledge of health issues in relation to the GPHU catchment
- Desirable: Experience in working with large hospital datasets of admitted patient and/or emergency department data

### Personal attributes

- Managing Work - Effectively managing one's time and resources to ensure that work is completed efficiently
- Initiating Action - Taking prompt action to accomplish objectives; taking action to achieve goals beyond what is required; being proactive
- Leadership- Provide technical leadership, mentor others and contributes to a culture of continuous improvement, innovation and collaboration.
- Strategic Thinking - Uses sound judgement and a strategic perspective to identify priorities, anticipate emerging issues and inform decision-making
- Decision Making - Identifying and understanding issues, problems, and opportunities; comparing data from different sources to draw conclusions; using effective approaches for choosing a course of action or developing appropriate solutions; taking action that is consistent with available facts, constraints, and probable consequences
- Adaptability - Maintaining effectiveness when experiencing major changes in work responsibilities or environment; adjusting effectively to work within new work structures, processes, requirements, or cultures
- Gaining Commitment - Using appropriate interpersonal styles and techniques to gain acceptance of ideas or plans; modifying one's own behaviour to accommodate tasks, situations, and individuals involved.
- Technical/Professional Knowledge and Skills - Having achieved a satisfactory level of technical and professional skill or knowledge in position related areas

## ORGANISATIONAL REQUIREMENTS

- Grampians Health is committed to a consumer centred approach in the provision of health care and services, consistent with our values, purpose and vision. It is expected that team members demonstrate the core values of consumer centred care in every interaction.
- All team members of Grampians Health are responsible for supporting the safety, participation, wellbeing and empowerment of children.
- Quality care is a strategic and operational priority at Grampians Health, achieved through our Governance Framework.
- Participation in the Grampians Health integrated quality improvement and risk management systems by being aware of responsibilities to identify, minimise and manage risks and identifying opportunities for continuous improvement in your workplace through communication and consultation with managers and colleague.
- You must ensure that the affairs of Grampians Health, its patients, clients and staff remain strictly confidential and are not divulged to any third party except where required for clinical reasons or by law. Such confidentiality shall extend to the commercial and financial interests and activities of Grampians Health.
- All team members must adhere to infection control policies and procedures, together with any State and/or Commonwealth Government Covid19 rules, protocols and orders.
- In accordance with current legislation and organisational policy, employees must be willing to undertake and maintain a police check, working with children check and where necessary an NDIS Worker screening check. Ongoing employment will be dependent on the provision of satisfactory checks.

## OTHER RELEVANT INFORMATION

- At Grampians Health we recognise and respect diversity. Each person has a right to high-quality health care and opportunities regardless of diversity factors which might include aspects such as cultural, ethnic, linguistic, religious background, gender, sexual orientation, age, and socioeconomic status. Inclusiveness improves our service to our community and promotes engagement amongst Grampians Health employees.
- All Grampians Health employees are required to take reasonable care of their own health and safety in the workplace as well as take reasonable care for the health and safety of others who may be affected their acts or omissions. Persons with delegated management functions have an additional duty to provide and maintain a working environment that is safe and free of risks to health, so far as is reasonably practicable in areas where they have management or control. All employees have a duty to report issues they cannot rectify, follow all existing Grampians Health policies and protocols relating to health, safety, wellbeing and injury management and cooperate with any action taken by Grampians Health to comply with the OHS Act or Regulations.
- Statements included in this Position Description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all inclusive.
- Management may alter this Position Description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).
- An annual performance review will occur with your Manager. Your performance review is intended to be a positive discussion, outlining the key roles and responsibilities outlined in this Position Description. The performance review discussion provides an opportunity to clarify your role, revise key performance activities and identify any objectives or goals for the year ahead.

## HOW TO APPLY

### Your application should include:

- Clearly state the **Job No.** specified on the advertisement for this position.
- A statement addressing each “**Key Selection Criteria**” clearly demonstrating your ability to meet the objectives of the role. **Note:** Read the Position Description carefully so you have a good understanding of what is required and remember to address what skills, knowledge and attributes you have.
- General resume
- Copies of any formal qualifications. **Note:** If emailing your application note that hard copies of your qualifications will need to be produced at interview.
- Two (2) professional referees

Apply on-line at: [www.gh.org.au](http://www.gh.org.au)

## AUTHORISATIONS

Employee	
Director Population and Public health	
Chief Medical Officer	
Date Written: November 2021	Date Revised: May 2026