



Position Title: Lead Epidemiologist

Reports To: Executive Director

Classification: Full time

Salary

Summary: The Hub Coalition is a nonprofit 501(3) organization with the mission of reducing substance use by providing resources to enhance the quality of life in Porter County. The Hub strives to support local initiatives by community agencies addressing substance use disorder and unintended consequences. The Hub is part of the Governor's Commission for a Drug Free Partnership that provides funding to community level projects. Additionally, The Hub is responsible for various grants for multiple year initiatives.

Essential Duties and Responsibilities:

- The Lead Epidemiologist will conduct an assessment on behavioral health disparities across a wide range of diseases, behavioral risk factors, environmental exposures, social determinants, and access to care by sex, race/ethnicity, income, education, disability status, and other social characteristics.
- Plan/direct detailed studies of public health issues pertaining to substance/misuses to disorder ways to investigate, to prevent and to treat substance misuse related health issues.
- Prepare Epidemiological Profile of the target communities including detailed description of local conditions, root causes, and intervening variables
- Initiates, plans, and conducts epidemiological analyses of substance misuse related data from county/ state level and other related sources. Conduct local data collection by using observations, interviews, surveys/ questionnaires, archival data and literature reviews to identify the root causes of substance misuse in the community level.
- Utilizes appropriate tools, as necessary, such as SAS, SPSS, R, Excel and other statistical, graphics and spreadsheet software. Conducts trend and other analyses and generates progress reports.

- Provides substance misuse related epidemiological information to the public, news media, and others. Communicate findings to policymakers, practitioners and general public.
- Reviews technical reports and monitors the preparation of special reports when appropriate.
- Develops recommendations and conducts analyses to identify geographic areas and populations at high risk for substance misuse disorder and related consequences.
- Acts as a resource epidemiologist for ongoing projects within the agency related to substance misuse disorders and associated consequences.
- Provides technical assistance and training on data management, epidemiological methods, and statistical analysis of substance misuses-related data to coalition members, partners, or stakeholders in the community.

Secondary Duties/Responsibilities:

- Partner with community agencies to collect data and sign data agreement
- Collect, analyze data and report annually for Local Coordinating Council

Job Requirements:

- Master's degree in Public Health, Epidemiology, Sciences, Social Sciences, or Statistics and one (1) year of experience in Public Health to include data analysis and linking methodology. Will consider high-level data collection, analysis, research, and reporting with public health experience.
- Experience with partnership-building, public health program development and implementation, contract evaluation, non-profit organization is preferred
- Must possess and maintain a valid Driver's License. Applicants must be willing and able to fulfill any job-related travel normally associated with this position
- Knowledge of the principles and methods of epidemiology and public health
- Knowledge of epidemiological research methods and principles.
- Knowledge of advanced statistical concepts, research methods, and their applications to public health and research.
- Knowledge of public health data sources, including vital events, health care utilization, behavioral surveillance, etc.
- Knowledge of conducting information, such as prevalence rate, mortality rate, morbidity rate, treatment episodes, recovery, and incarcerations.
- Knowledge of opioid use and misuse, opioid use disorders, and associated consequences.
- Knowledge of programming logic and scripting.
- Knowledge in information visualization theories and practices.
- Knowledge of health data privacy and security standards and protocols.

Skill Preference:

- Skill in technical writing and documentation.
- Skill in using analytical and statistical software.
- Skill in ensuring data quality, consistency, and accuracy.
- Ability to manage and analyze complex databases.
- Ability to interpret and publish research findings.
- Ability to organize and prioritize work and meet deadlines.
- Ability to exercise independent judgment and show initiative.
- Ability to communicate effectively with diverse staff and stakeholders, both orally and in writing.
- Ability to establish and maintain effective working relationships.
- Ability to maintain confidentiality.
- Ability to maintain effective working relationships with a variety of contacts.
- Comprehensive knowledge of agency policy and procedures

Personal Work Relationships:

Candidate should be highly adaptable and with the ability to work effectively both independently and collaboratively with other members of a cross-functional team.

Physical Effort:

Office environment, standing, sitting, walking, lifting between 10-35 pounds, speaking, hearing and manual dexterity.