

**Director of Public Health Laboratory Services
Alameda County
Job Bulletin**

PUBLIC HEALTH DEPARTMENT (PHD)

Alameda County Public Health Department has worked for over 80 years to improve the health and safety of its residents and the neighborhoods they live in. Traditional public health concerns such as disease outbreaks, environmental hazards and access to health care have been joined by contemporary concerns: bioterrorism, crime, violence, and substance abuse. Each of these poses a threat to public health and wellness. And each calls for short and long-term solutions that lie well outside traditional public health boundaries. For more information about our Alameda County Public Health Department, please visit the [Alameda County Public Health Department](#) Website and latest [Annual Budget](#) document found on www.acgov.org

THE LABORATORY

The Public Health Laboratory provides testing services for the identification of microorganisms that cause disease including bacteria, fungi, viruses, and parasites. These services aid in the prevention and control of communicable diseases.

Our goals are to:

- Interrupt the spread of communicable disease by rapid identification of human microorganisms or immune response to infections in human specimens.
- Support our communicable disease control investigations of outbreaks and individual cases to help identify sources, patterns of disease, and drug resistance
- Assure that food handlers and day-care workers who have salmonella or other intestinal diseases are clear before they return to work.
- Prevent the spread of rabies to humans by testing high risk animals that have human contact or are found in the environment.

THE POSITION

This single class position is located in the Public Health Department and reports to the Director of the Division of Communicable Disease Control and Prevention (DCDCP)/Deputy Health Officer. The Director of Public Health Laboratory Services is responsible for overseeing the operation and directing the activities and programs of a high complexity laboratory that serves the various public health programs in Alameda County. The duties for this position include but are not limited to the following:

- Plan, direct, and evaluate the work of Alameda County Public Health Laboratory Services
- Formulate and implement laboratory goals and objectives, policies and plans within the framework of the mission of the department and the division
- Coordinate and integrate laboratory services, technical support, and other lab activities with acute communicable disease, tuberculosis, human immunodeficiency virus/sexually transmitted disease control section, and other departments, including the environmental health department, requiring laboratory support

- Plan, supervise, direct, review and evaluate the work of supervisory, professional, technical and support staff; recruit and hire staff and provide for their training and professional development, and implement discipline as required
- Oversee development, implementation and evaluation of operational and safety policies, procedures, techniques and reporting practices
- Oversee maintenance of the Public Health laboratory Quality Assurance and Assessment Program
- Ensure compliance with all applicable local, state and federal regulations
- Interpret and apply a variety of complex policies, rules and regulations; monitor changes in laws and regulations, develop and implement policies and procedures to ensure compliance with such changes
- Monitor ongoing updates and changes in laboratory techniques and technologies and oversee implementation of updates or introduction of new technologies as appropriate.
- Consult with the state, other counties, agencies, private physicians, hospital, and clinical laboratories concerning laboratory procedures and interpretation of results
- Prepare a variety of correspondence, narrative and reports required by the California Department of Public Health, Alameda County, or other relevant local, state, or federal entities
- Oversee development and maintenance of laboratory budget and billing procedures for the Public Health Laboratory
- Write research grants and grants relevant to the DCDP vision and mission
- Oversee the preparation of reports and scientific papers based on original research, investigation, or evaluation involving public health lab services
- Represent the Public Health Laboratory in staff and professional meetings; provide information and presentations to other departments and outside organizations

THE IDEAL CANDIDATE

Successful candidates will have a proven background in managing a public health laboratory as well as contract management, budget development and personnel administration as well as strong knowledge of CLIA standards, Environmental laboratory Accreditation Program standards, strong technical knowledge of Public Health Laboratory tests in the areas of molecular diagnostics; microbiology & virology, diagnosis of reportable communicable diseases including enterics, sexually transmitted infections, tuberculosis, HIV, and outbreak detection, exceptional skills in communication at all levels including with Public Health leadership, laboratory personnel at all levels, and clients of our laboratory services and have a track record of being a/an:

- Strategic planner with a sound understanding of forecasting, designing, developing and implementing programmatic modifications based on legislative changes as well as organization, programmatic and community needs
- Strong people leader who aligns the organization's vision and values and manages work groups by inspiring, advising and delegating subordinates, facilitating goal accomplishment and tracking and evaluation performance to ensure success and inspires supports, monitors and acknowledges front line staff

- Politically astute leader, possessing the skills necessary for identifying, navigating and successfully interacting with the dynamics of the organization while maintaining sensitivity to the competing needs of a wide variety of internal and external stakeholders
- Strong collaborator and consensus builder, adept in identifying opportunities and taking action to build strategic relations to help achieve department goals
- Influential & collaborative leader with interest and skill in clinical and translational research projects, who is experienced and interested in pursuing grant funding opportunities
- Strategic and innovative leader open to advancement of technological capabilities and novel approaches to laboratory testing and role of public health laboratory

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