

## Position Description

**Job title:** EDPV Team Leader - Epidemiology

**Effective date:** 1<sup>st</sup> October 2014

**Reports to:** EDPV Project Coordinator

**Location:** EDPV project office in Nha Trang

### 1. Organisational Context

The Eliminate Dengue Program is a large multi-institution research program led by Professor Scott O'Neill, Dean of the Faculty of Science and the School of Biological Sciences at Monash University. It is developing a new approach to control mosquito-borne diseases such as dengue ([www.eliminatedengue.com/vietnam](http://www.eliminatedengue.com/vietnam)). The work is funded by The Foundation for the National Institutes of Health through Grand Challenges in Global Health Initiative of the Bill & Melinda Gates Foundation, and the Wellcome Trust. In Vietnam the National Institute for Hygiene and Epidemiology is implementing the project, with support from the Institute Pasteur Nha Trang, Khanh Hoa Department of Health, Monash University, AFAP and the Oxford University Clinical Research Unit.

The approach adopted by our research program is highly novel, using a naturally occurring bacterium, *Wolbachia pipientis*, to block transmission of dengue viruses by the primary mosquito vector *Aedes aegypti*. The Eliminate Dengue approach is a form of biological control that we hope will reduce our reliance on insecticide use. The method should be particularly effective at dengue control in large urban areas of the developing world where conventional dengue control with insecticide is expensive.

The Eliminate Dengue Project Vietnam (EDPV) is beginning the preparation phase for a large scale *Wolbachia* release in Nha Trang city. This trial would be part of a world first study into the efficacy of the *Wolbachia* method in reducing dengue risk in countries where it is endemic.

### 2. JOB PURPOSE SUMMARY

The EDPV Team Leader - Epidemiology will be responsible for the planning and implementation of all epidemiology project activities associated with a large scale *Wolbachia* release in Nha Trang city. The Team Leader - Epidemiology will utilise highly developed planning, project management and operational research skills to provide the project with technical leadership, strategic insight, and day-to-day oversight of activities within their Group, and to proactively identify and mitigate risks.

To succeed in this role, the individual will foster strong relationships with each Group Team Leader, their individual project teams and the Project Coordinator. A high level of communication and interpersonal skills will underpin this regular open dialogue, so that all project team members and partners are acutely aware of project progress, and how best to support the different Groups.

The successful candidate will have experience in epidemiology, project planning and implementation, an understanding of the *Wolbachia* technology and experience in field based programs. To achieve this, a combination of previous experience and rapid on-the-job learning will be required.

### 3. AUTHORITY

Reporting line: The position reports to the EDPV Project Coordinator and works with a high degree of autonomy.

Supervisory responsibilities: The Team Leader - Epidemiology will be responsible for the Epidemiology Group EDPV staff based in Nha Trang. Direct line reports include up to 5 Technical and Data/GIS Officers.

Financial delegation and/or budget responsibilities: This position has no budget responsibilities.

### 4. MAIN AREAS OF RESPONSIBILITY

#### Key responsibilities / accountabilities

1. Engage local stakeholders in planning for the proposed epidemiological studies
2. Work with international scientists and collaborators to develop research protocols
3. Work with relevant partners to access routine data sources relevant to the epidemiological studies, eg population data, land use and terrain maps, climate data
4. Manage a team of technical staff
5. Lead all aspects of study set-up, data collection, management and analysis
6. Put procedures in place to ensure high quality data, including procedures for study monitoring, data validation, and secure storage of data and specimens, in line with EDP standards
7. Perform analyses of epidemiological data and prepare routine progress reports and scientific papers for internal and external communication
8. Ensure that all aspects of data collection, management and analysis are in line with EDP's global epidemiology strategy, and that other EDPV and EDP-Global staff have timely access to core data
9. Identify risks and obstacles to the project and advise the EDPV Project Director on resolution
10. Ensure that the EDPV Project Director is kept up-to-date with all Epidemiology Group activities, through regular and transparent communication
11. Responsible for group reporting and tracking of key indicators for evaluation of activity implementation, data quality and objective achievement;
12. Represent the EDPV at regulatory and donor meetings, as well as professional meetings as required

### 6. QUALIFICATIONS REQUIRED

#### Education/Qualifications

1. Relevant postgraduate qualifications – such as epidemiology, public health or biological science, and/or extensive and highly relevant previous experience

#### Technical knowledge/skills

##### *Essential*

2. Proven experience working on large and complex projects, particularly in an environment where continuous change is an expected norm;
3. Experience in implementing GCP compliant clinical or epidemiological research studies, ideally involving prospective data collection

4. Strong quantitative skills for managing and analysing large datasets
5. Proven ability to act independently, take initiative within established management guidelines, and have the ability to be self-organizing, work under pressure and meet deadlines

***Desirable***

6. Experience in managing staff
7. Excellent written and oral presentation skills, including experience in scientific writing/presentation
8. Demonstrated ability to cultivate and sustain trusted valuable relationships, ideally across a range of institutions and communities;
9. Demonstrated ability to be a collaborative and supportive team member, who can be insightful, proactively helpful and bring value beyond the immediate needs of the day-to-day role;

**Languages**

Fluent oral, written, reading and listening skills in Vietnamese and English

**Location and Travel**

The position is based in Nha Trang with regular travel to Hanoi and internationally

**Remuneration**

A competitive salary package will be offered to the preferred candidate. A relocation allowance will be available for candidates that do not reside in Nha Trang