

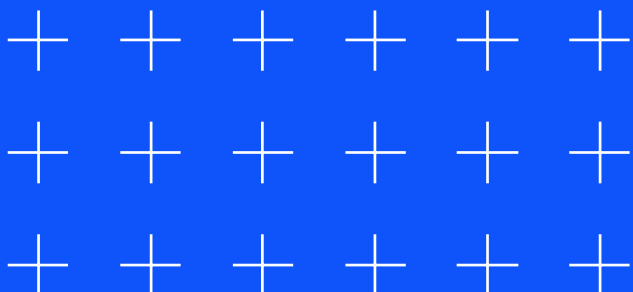


**The Royal
Melbourne
Hospital**

**Advancing
health
for everyone,
everyday.**

Could this be you?

**Join The Royal
Melbourne
Hospital Team**



Position Description

Senior Epidemiologist



THE ROYAL MELBOURNE HOSPITAL

The Royal Melbourne Hospital (RMH) began in 1848 as Victoria's first public hospital. And while we only had 10 beds to our name, we had the community of Melbourne behind us, and we were ready to provide the best possible care for those in need.

Since those early years, we've moved forward with purpose. Always at the forefront, leading the way on improving the quality of life for all.

Today the RMH is one of the largest health providers in the state, providing a comprehensive range of specialist medical, surgical, and mental health services; as well as rehabilitation, aged care, outpatient and community programs.

Our reputation for caring for all Melburnians is as essential to who we are as any scientific breakthrough we make. We're here when it matters most, and we'll continue to be the first to speak out for our diverse community's wellbeing.

OUR VISION

Advancing health for everyone, every day.

THE MELBOURNE WAY

At The RMH we're inspired by our vision of Advancing health for everyone, every day. While we're each going about our different roles, we're united by a shared understanding of the way we do things around here. We call it The Melbourne Way. We put people first — leading with kindness and working together, we excel as one Royal Melbourne Hospital.

People First



People are at the heart of everything we do. We take the time to understand how we can make the most positive difference for them.

Lead with Kindness



Our care and compassion sets us apart. We lead the way with a respectful, inclusive spirit — embracing the things that make us all unique.

Excellence Together



True excellence is only possible when we work as one Royal Melbourne Hospital community. Through collaboration, we set the highest of standards and achieve our goals.

OUR PRIORITIES

The RMH Strategic Plan: Towards 2025. Advancing health for everyone, every day is our plan for the future — one which we are committed to achieving together. This position contributes to the achievement of the five Strategic Goals, articulated in the plan:

1. Be a great place to work and a great place to receive care
2. Grow our Home First approach
3. Realise the potential of the Melbourne Biomedical Precinct
4. Become a digital health service
5. Strive for sustainability



Position Description

Position Title:	Senior Epidemiologist
Service:	VICNISS Co-ordinating Centre
Location:	The Peter Doherty Institute for Infection and Immunity
Reports To:	Dr Ann Bull
Enterprise Agreement:	Victorian Public Mental Health Services Enterprise Agreement 2024–2028 / Victorian Public Health Sector (Medical Scientists, Pharmacists and Psychologists) Single Interest Enterprise Agreement 2021 - 2025
Classification:	RZ5
Employment Status:	Part time
Immunisation Risk Category:	Category C
Date of Review:	April 2026

POSITION SUMMARY

The Victorian Healthcare Associated Infection Surveillance (VICNISS) Coordinating Centre is seeking an experienced epidemiologist to join our team. The VICNISS Coordinating Centre is funded by the Department of Health Victoria, with the primary role to reduce the incidence of healthcare-associated infections in the state.

The centre collates and reports on data from all health services in Victoria and from public sector aged care services and is a leader in healthcare-associated infection surveillance both nationally and internationally. Work undertaken by the centre has been used to inform policy, quality improvement processes in healthcare, and has been widely published.

The epidemiologist will provide expertise in research into and analysis of surveillance data related to healthcare-associated infections in Victoria. The role will include:

- project development and report writing
 - surveillance program refinement/development
 - data collation and analysis
 - data quality assurance and validation
 - surveillance-related research projects
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KEY ACCOUNTABILITIES

- Take reasonable care for your safety and wellbeing and that of others.
- Work in your scope of practice and seek help where required.
- Work in partnership with consumers, patients and where applicable carers and families.
- Work collaboratively with colleagues across all RMH teams.
- Continue to learn through mandatory training and other learning activities.
- Seek feedback on your work including participation in annual performance discussion.
- Speak up for safety, our values and wellbeing.
- Prioritise wellbeing and ensure safe work practices are developed and adhered to in their area.
- Respect that the RMH is a smoke-free environment.
- [Provide epidemiological advice and assistance to VICNISS staff and program participants
- Take a lead role in surveillance program refinement and development
- Analyse and report on large datasets
- Participate in data quality assurance and validation activities
- Carry out and/or contribute to surveillance-related research projects

KEY RELATIONSHIPS

Internal

- Managers, work group
- Partner groups within PDI, Melbourne Health

External

- Department of Health Victoria
 - Victorian Health Services
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KEY SELECTION CRITERIA

- Formal Qualifications:
 - Post graduate qualification in epidemiology (PhD, Master of Applied Epidemiology, MPH or equivalent)
 - At least 3 years of experience in an epidemiology role
- Essential:
 - Commitment to live the Melbourne Way - putting people first, leading with kindness and achieving excellence together.
 - Mandatory Working with Children's Check and Police Check and Immunisation Assessment
 - Extensive experience with analysis and manipulation of large datasets
 - Excellent communications skills, including the ability to write reports and other communications professionally and independently and with minimal supervision
- Desirable:
 - Knowledge of the Victorian Health System
 - Familiarity with surveillance, particularly of healthcare-associated infections
 - Experience in the delivery of education and training
 - A background or knowledge of infection control, medicine or microbiology
 - Track record of publications in peer-reviewed literature

KEY PERFORMANCE INDICATORS

Your performance will be measured through your successful:

- Demonstration of RMH values
 - Achievement of portfolio specific KPI targets
 - Participation in and satisfactory feedback through the annual performance review process
 - Ability to maintain a safe working environment and ensure compliance with legislative requirements
 - Ability to work successfully in a team environment
 - Ability to work independently and contribute to VICNISS aims and objectives
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AT THE RMH WE:

- Aim to provide a working environment that is safe and without risk to the health, safety and wellbeing of all employees, patients and consumers, and visitors.
- Speak up for patient, consumer, colleague and visitor safety, escalating issues if required.
- Deliver Safe, Timely, Equitable, Person-centred Care (STEP) in line with our clinical governance framework.
- Work in accordance with relevant policies, procedures, standards and legislation including those related to clinical or competency requirements, risk management, discrimination, equal opportunity and health safety and wellbeing.

OUR COMMITMENT:

- **Equity, Inclusion, Belonging and Safety**
 - As a leader in healthcare, we recognise the need to foster a culture of equity, inclusion, and belonging — safe spaces where every individual is empowered to be their authentic self, contributing meaningfully to the collective well-being of our community.
- **First Nations Commitment**
 - We acknowledge and pay our respects to the Traditional Owners of the lands on which we work and stand in solidarity with Aboriginal and Torres Strait Islander peoples. We are committed to creating a culturally safe environment that honours First Nations voices, knowledge, and self-determination through inclusive governance, respectful policies, and a steadfast commitment to anti-racism. The Royal Melbourne aspires to lead by example in addressing the injustices of colonisation and its ongoing impacts.
- **Child Safe Standards**
 - RMH is a child safe organisation. We are dedicated to fostering an environment that respects and upholds the rights of children and young people, in line with the Child Safe Standards. We actively embed these standards in our culture, policies, and practices, ensuring that the safety and wellbeing of children and young people is a central priority.
- **Equal Opportunity and Accessibility**
 - We are proud to be an equal opportunity employer that champions diversity in all its forms. We value the strengths and perspectives that come from people of all backgrounds, identities, abilities, and lived experiences. We encourage applicants from all communities, and we will provide reasonable adjustments to support equitable participation.
- **Thriving Together**
 - Together, we are committed to fostering an environment where everyone feels respected, safe, and empowered to thrive.

ACCEPTANCE

I acknowledge and accept that this position description represents the duties, responsibilities and accountabilities that are expected of me in my employment in the position. I understand that The RMH reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

Employee Signature

Employee Name (please print)

Date
