

POSITION DESCRIPTION

Deputy Director Environmental Health Branch

New South Wales Health CORE values

Our work is built on a foundation of trust and respect. We live the NSW Health CORE values through:

Collaboration Openness Respect Empowerment

CLASSIFICATION	Health Mgr Lvl 5
STATE AWARD	Health Managers (State) Award
ESSENTIAL REQUIREMENTS	
VACCINATION CATEGORY	Category B

PRIMARY PURPOSE	<p>The key responsibilities of the position are to:</p> <ul style="list-style-type: none">• Support the Director of Environmental Health Branch• Participate in an on-call roster to respond environmental health emergencies• Contribute to the development of environmental health legislation and policy, including coordinating interagency collaboration• Provide timely, expert advice to the Director of Environmental Health, Director of Health Protection NSW, the Chief Health Officer and the Minister for Health on issues related to the assessment and management of environmental health risks• Maintain up-to-date knowledge of the evidence supporting management of environmental hazards• Develop, review and edit draft responses to departmental and ministerial correspondence and briefings to ensure they are relevant, accurate and succinct and that the language and tone are appropriate.• Represent NSW Health on working groups and committees at Commonwealth and State levels with government departments, non-government organisations, industry, health professionals and the community.
-----------------	---

KEY ACCOUNTABILITIES	<ul style="list-style-type: none">• Apply specialist expertise in the control of environmental hazards: The Deputy Director Environmental Health Branch (DDEHB) is to assist the Director Environmental Health Branch (DEHB), in
----------------------	---

Deputy Director Environmental Health Branch

	<p>recommending measures to monitor and control environmental health hazards in NSW; to develop policies for use by public health units for the ongoing surveillance, control and prevention of environmental health hazards in NSW; and to provide expertise for the management of acute and chronic health problems, including acute outbreak and disease cluster investigations.</p> <ul style="list-style-type: none"> • Apply high level management skills in the control of environmental hazards: To assist the DEHB in recommending and coordinating the implementation of state-wide measures -- via public health unit staff -- to control environmental health hazards and to ensure that environmental health responsibilities set out under the <i>Public Health Act 2010</i> are fulfilled. In performing these duties, the DDEHB is required to assist the DEHB to ensure optimum use of available resources in building and maintaining a high quality environmental health surveillance capability focused on making epidemiological information available for policy decisions. • Represent NSW Health at a high level in environmental health hazard control: The control of environmental hazards to health requires collaboration in policy development and implementation within the state, nationally and internationally. The DDEHB is required at times to represent NSW Health at a high level in dealings with external agencies in relation to environmental hazards including other governmental and non-government state based organisations, other state and territory health departments, the Commonwealth Department of Health and Aged Care, and representatives of the health agencies in other nations. In addition, the control of environmental health hazards requires clear and effective communication with the public. The DDEHB is required at times to represent NSW Health in dealings with the media in relation to environmental health hazards • Disseminate information about the control of environmental health hazards: The control of environmental health hazards requires collaboration between many agencies within the NSW government. Effective collaboration requires an effective system for the dissemination of information to stakeholders. The DDEHB is required to assist the DEHB to develop and implement systems, procedures and strategies to obtain and disseminate information on environmental health hazards and to promote the use of this information in decision making in the NSW health system. • Assist in the smooth management of the Environmental Health Branch and Health Protection NSW: Health Protection NSW includes the Communicable Diseases and Environmental Health Branches. The DDEHB will act as the DEHB from time to time, and assist in the overall management of the branch and of the Centre for Health Protection, including in communicable disease emergencies. The DDEHB is also required to
--	--

POSITION DESCRIPTION

Deputy Director Environmental Health Branch

	manage the Health Risk Policy Unit.
SELECTION CRITERIA	<ul style="list-style-type: none">• Postgraduate qualifications in public health or relevant experience.• Skills and experience in providing high level policy advice and recommendations on complex issues at chief executive level• Superior organisational skills and the capacity to successfully manage competing priorities and deliver high quality products within agreed timeframes and budgets.• Ability to manage a multidisciplinary team and work effectively across public health disciplines.• Good understanding of and experience in environmental health risk analysis and public health emergency management.• Knowledge of toxicological and epidemiological principles and an ability to apply them to the assessment and management of environmental health risks.• Experience in public health, including the surveillance, epidemiology, prevention and control of diseases and a sound understanding of the Public Health Act.• Excellent written and oral communication skills, including ability to communicate complex information clearly to a range of stakeholders, the media and the public.
KEY CHALLENGES	<ul style="list-style-type: none">• Working with a wide variety of stakeholders (often with competing points-of-view) to support the development of environmental health policy and responding to environmental health emergencies• Communicating complex information about environmental health risks to a range of audiences.• Balancing project workloads with the unpredictable volume and response time of briefs, ministerial and other enquiries. Exercising judgement when representing the Branch and Department on state and national committees.