

## **AID DEVELOPMENT PROGRAM SPECIALIST**

**Closing Date:** 07/11/2008

**Who may apply:** All Interested Candidates

**Length of Service:** One year renewable

The United States Agency for International Development (USAID) is seeking highly qualified candidates for consideration for the position of AID Development Program Specialist. The primary purpose of this position is to serve as the principal FSN in the Mission to provide advice to the Director of the Program and Project Development (PPD) Office and Mission management on program strategic planning, program development and policy analysis. The incumbent will advise senior USAID officials on policy issues associated with the implementation and management of the USAID strategy and provides a Palestinian perspective, analysis, strategic and tactical input to all USAID activities, and to any other programmatic issues that may arise. The work environment is dynamic with a current staff of about 120 people and requires motivated, customer service-oriented individuals.

### **QUALIFICATIONS SOUGHT:**

- A Masters Degree in Business Administration, Economics, International Public Administration or other discipline related to host country economic, social and democratic development is required.
- A minimum of ten years of progressively responsible, professional-level experience in program planning, financial and policy analysis, economics, or a related field is required, with preference given to research experience in a development program and/or project implementation is required. At least three years of this experience must include work directly on West Bank and Gaza issues.
- A thorough knowledge of the structure, budget, operations, and programs of USAID (or the ability to quickly gain such knowledge) and of the Palestinian Authority is required. Must have a comprehensive knowledge (or the ability to quickly gain such knowledge) of the policies within which the West Bank and Gaza assistance program is designed and implemented.
- Must have a demonstrated ability to communicate effectively, both orally and in writing, and evidence of strong negotiating skills; ability to develop and maintain an extensive range of high-level contacts in the public and private sectors; and, the ability to independently obtain, analyze, and evaluate a wide variety of data and prepare analytical reports.
- Must have a capacity for critical analysis of current development issues. Initiative in carrying out assigned tasks and strong interpersonal qualities, in order to perform duties with minimal administrative support, is essential. Ability to develop and maintain an extensive range of senior level contacts in government and the private sector. Ability to plan, organize, and execute complex research projects and to prepare precise and accurate factual and analytical reports is required. Ability to prepare program documentation in English.
- Level IV (Fluent) in English and equivalent in Arabic is required. Fluency in Hebrew is highly desirable.

### **HOW TO APPLY:**

Send a typed CV in English along with a cover letter to USAID's HR Office by fax at 03-511-4894 or by email to: [hrwbq@usaid.gov](mailto:hrwbq@usaid.gov). Please specify the AD CODE if you first saw this position advertised in a local newspaper. Applications must be received by COB, July 11, 2008. Only qualified applicants will be considered. Only those applicants short-listed for interview will be contacted. The U.S. Government is an Equal Opportunity Employer.