

Office of Origin: GH/MCHN/CHI
Notice Category: Job Opportunity
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Foreign Service Limited Position Opportunity: Supervisory Health Development Officer – FL-0685-01

Agency: U.S. Agency for International Development (USAID)
Organization: Bureau for Global Health, Office of Maternal and Child Health and Nutrition, Child Health and Immunization Division (GH/MCHN/CHI)
Location of Position: Washington, DC
Open Period: December 21, 2023 – January 5, 2024
Appointment Type: This is an excepted service, time-limited appointment that is not-to-exceed four (4) years
Salary: (USD) \$155,700 – \$183,500 (annually, with locality)
Number of Vacancies: One (1)

Description of the Bureau: GH serves as USAID’s primary source of technical expertise, leadership, and donor coordination for the health sector, including HIV/AIDS; infectious diseases; maternal and child health and nutrition; family planning and reproductive health; and health systems strengthening and reform. GH is responsible for advancing field-relevant, state-of-the-art research and the transfer of new technologies and approaches to field programs. Through its staff, programs, and country teams, GH provides critical support to USAID Missions and field programs in more than 70 countries.

Description of the Office: The Office of Maternal and Child Health and Nutrition (MCHN) serves as the Agency’s technical and policy locus for maternal and newborn health, child health, immunization, nutrition, and environmental health. Cross-cutting activities managed by MCHN in support of this goal address private sector partnerships, social and behavior change communication, multilateral partnerships, and gender. GH/MCHN provides leadership in designing, implementing, monitoring, and evaluating maternal and child health and nutrition programs. This entails ensuring the technical integrity of USAID’s headquarters and overseas Mission programs and supporting USAID field Missions to accelerate progress towards the Agency’s goal of ending preventable child and maternal deaths.

Description of Position: The incumbent serves as a Supervisory Health Development Officer in CHI. CHI manages the Agency's annual contributions to Gavi, the Vaccine Alliance as well as child health, routine immunization systems strengthening, polio eradication efforts, and the global COVID-19 vaccine roll-out.

The Supervisory Health Development Officer (Immunization Team Lead) will lead, oversee, and support the implementation of the strategic direction and goals for the immunization team. The Immunization Team Lead provides oversight and management of the immunization team and facilitates communication and coordination across the Child Health and Immunization Division. The Immunization Team Lead helps to facilitate dialogue and collaboration with other US Agencies, donors, multilateral organizations, and partners on technical issues regarding the design, implementation, management, and evaluation of public health programs aimed at improving national immunization

systems. The Immunization Team Lead liaises with technical teams within the Office of Maternal and Child Health and Nutrition and other relevant teams across the Bureau for Global Health, creating linkages among teams to ensure appropriate execution of immunization programs. Additionally, this position helps to ensure appropriate resources are used strategically to address technical and programmatic needs of countries and serves as a Contracting/Agreement Officer's Representative (C/AOR) as needed.

Major Duties and Responsibilities:

Exercises managerial authorities of the Immunization Team, consisting of employees performing work at the GS-07 through the GS-15 levels. Supervises all personnel and provides technical direction for contractor personnel providing support to the team. Provides administrative and technical supervision necessary for accomplishing the work of the team;

Serve as a senior expert, providing technical and policy leadership within USAID and with USG, on a range of issues related to immunization programs;

Informs USAID's engagement with multilateral and bilateral partners contributing to global routine immunization, including new vaccine introductions;

Represent USAID at interagency and high-level international fora involving representatives of USG agencies, host-country governments, multilateral organizations, public private partnerships, implementing partners and other stakeholders;

Advises USAID overseas Missions and host- country governments on new developments and the most effective approaches to sectoral problems in a region or country and articulates the benefits of interventions to effectively reach specific target audiences;

Provides technical and managerial expertise for worldwide best practices in immunization, including polio eradication, and other outbreak-prone vaccine-preventable disease programs, and linkages between immunization and global health security;

Leads policy, strategic planning, technical, operational and management efforts for areas of work to be carried out through the immunization team;

Ensures effective internal communication, delegation of clear tasks, transparent decision making, and culture-setting;

Motivates private sector engagement and partnership on immunization issues;

Ensures strong synergies and close coordination for immunization working closely with other members of the MCHN Office and other parts of the Bureau for Global Health, Regional Bureaus' health teams, and overseas Missions;

Works with the Child Health and Immunization Division Chief and Deputy to approve all internal and external reporting, portfolio reviews for senior management, Congressional correspondence, White House taskers etc.;

Assist team in ensuring compliance with USAID, USG, and Congressional policies and priorities; and

Other duties as assigned.

Qualifications Required:

Master's degree and 15+ years' relevant experience or equivalent combination of education and experience;

Ten plus years' experience working with global health programs on routine immunization, polio eradication, maternal and child health programs, global health security, and/or infectious diseases;

Experience with the design, award and management of USAID grants, contracts, and/or cooperative agreements and/or programming of other global health donors;

Communication skills to convey complex information to multi-cultural, non-technical and technical audiences with diverse views;

Skill in applying innovative and independent thinking, planning and problem solving;

Must be a U.S. citizen; and

Must be eligible to obtain and maintain a Secret-level security clearance.

Interested candidates should submit:

A resume/CV;

A short, one-page written statement of interest; and

Three professional references.

Please submit your application package to GH PDMS Staffing at gh.pdms.staffing@usaid.gov. Please use the subject line: **"FSL APPLICATION PACKAGE: GH-MCHN-CHI-Supervisory Health Development Officer, FL-01-YOUR FULL NAME."** **Application submissions are required by 11:59 p.m. EDT, Friday, January 5, 2024.** Packages not submitted by the deadline with the specified subject line—or incomplete packages—will not receive consideration.

This notice may be used to fill additional vacancies, as the workforce needs of the Bureau may change.

[EEO Policy Statement](#)

Any questions concerning this notice may be directed to:

-- GH/PDMS Staffing, gh.pdms.staffing@usaid.gov (<mailto:gh.pdms.staffing@usaid.gov>)