

Foreign Service Limited Position Opportunity:
Health Development Officer (Partnerships Advisor) FL-0685-02

- **Agency:** U.S. Agency for International Development (USAID)
- **Organization:** Bureau for Global Health, Office of Population and Reproductive Health (GH/PRH)
- **Location of Position:** Washington, DC
- **Open Period:** January 9, 2023 – January 23, 2023
- **Appointment Type:** This is an excepted service, time-limited appointment not-to-exceed five years; may be considered for 2 two-year extensions depending on the needs of the Service
- **Salary:** (USD) \$126,164 – \$183,500 (annually, with Washington DC locality)
- **Number of Vacancies:** One (1)
- **Telework/Remote Eligibility:** Telework Eligible

Description of Organization: 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.

The Office of Population and Reproductive Health (PRH) is the locus for programs that directly foster and promote expanded access to high-quality voluntary family planning services and information in order to reduce unintended pregnancy and foster improved reproductive health behaviors. PRH provides strategic direction, global technical leadership, and support to country programs; ensures responsiveness to Congressional and Administration priorities, directives and restrictions and provides information on USAID’s FP/RH programs to a range of stakeholders.

Duties and Responsibilities:

Under the direction of the Office Director, the Health Development Officer (Partnership Advisor), represents the Agency with other donors, private voluntary organizations, non-governmental organizations, international organizations, and host country governments; serves as a senior advisor and technical authority on FP/RH programs in sub-Saharan Africa, particularly Francophone Africa, within USAID; and works to leverage resources (including domestic resources) and commitment to these programs through donor partnerships (e.g., FP2030 and Ouagadougou Partnerships); and provides technical and management leadership to PRH, GH, and the Agency as a whole on family planning/reproductive health (FP/RH) programs.

As the Partnership Advisor, you will:

- Serve as a senior technical advisor to the Office on donor engagement in FP/RH matters and identifies critical issues in countries or regions that receive USAID FP/RH funding and assistance that would benefit from improved donor coordination/partnerships.
- Identify, advance, and nurture existing and new strategic partnerships with bilateral and multilateral donors, foundations, and other entities to advance FP/RH globally and at the country level, including in the areas of domestic and donor resource mobilization and donor coordination.
- Represent Agency FP/RH interests and priorities to senior level and other host-government officials as well as representatives of other donor and partner entities.
- Facilitates collaboration and coordination between USAID missions and global and regional FP/RH donors and partnerships (e.g., FP2030, Ouagadougou Partnership).

Qualifications:

To qualify for the position of **Health Development Officer (Partnerships Advisor), FL-0685-02** you must possess the required basic specialized experience **and** specialized experience specific to the series and grade you are applying to.

Basic Specialized Experience: You must possess experience that provided:

- Knowledge of organizational, operational, and programmatic concepts and practices applied by public, private, or nonprofit agencies and organizations engaged in public health or other health-related activities.
- Knowledge of the methods, processes, and techniques used to develop and deliver public health or health-related programs in State and local settings.
- Knowledge of a specialized public health program.
- Knowledge of, and skill in, the application of administrative or analytical methods and techniques necessary for working within the framework of a public health or related organization and carrying out specific program functions.
- Skill in oral and written communications, gathering and conveying information, making oral presentations, and preparing reports, correspondence, and other written materials.

Examples of qualifying specialized experience include:

Public Health Advisor positions -- providing advice and assistance to State and local governments, and to various public, nonprofit, and private agencies and organizations on matters relating to the improvement of their public health activities.

Public Health Analyst positions -- conducting studies and performing other analytical work related to the planning, development, organization, administration, evaluation, and delivery of public health programs.

AND

Specialized Experience: For the **FL-0685-02**, you must have one year of specialized experience at the FL-03 (GS-13) grade level or equivalent. Specialized experience is defined as:

- Reviewing and analyzing regional and country data, in collaboration with various analytic units for use in policy, strategy, and resource allocation decisions;
- Consulting with appropriate internal and external organizations on best practices in FP/RH programming for the purpose of sharing knowledge and advancing global and country-level donor coordination; **AND**
- Representing organizations at intergovernmental, professional and academic conferences, discussions, and presentations focused on health and population matters, and serving as the focal point on conference planning committees.

Knowledge, skills and abilities possessed by the preferred candidate include:

- Masters degree in public health or a related social science field preferred.
- Ten (10) years' relevant experience in donor coordination with at least eight (8) years' experience in an international or resource challenged setting.
- Substantive experience designing and implementing FP/RH programs in LMICs.
- Excellent communication skills including writing and presentation; good computer skills including PowerPoint, Excel, the Google suite, and other software relevant to presentations.
- Strong technical background in family planning and reproductive health programming, including integration with other subsectors like HIV and MCH.
- Understanding of donor processes and systems, including donor coordination structures at the

- country, regional and global levels.
- Familiarity with multilateral organizations working in the SRH space.
- Ability to represent well in public for the host organization, including US Congress, country Ministries of Health, and other senior leadership arenas.

Conditions of Employment:

- Must be a U.S. citizen. Candidates **must** indicate whether or not they are a US Citizen. If citizenship is not stated, application will not be considered.
- Must be eligible to obtain and maintain a Secret security clearance.

Required Documents:

- **Cover letter:** Candidates are required to submit a cover letter expressing interest and clearly addressing the stated requirements for the position
- **Resume/CV:** Candidates **must** include month, year and the number of hours worked per week for each position listed;
- **Writing Sample:** Candidates must submit a writing sample, one to three pages;
- **Transcripts:** Official or unofficial transcripts; **and**
- **References:** At least three (3) professional references.

Other applicable documents: Candidates should submit the following documents as applicable.

- **Veteran's Preference:** Applicants claiming Veterans Preference must submit all appropriate documentation (DD-214, Service Disability Letter, Certificate of Release or Discharge from Active Duty, etc.).
- **Political Appointee:** Applicants serving as a current/former Political Appointee must submit all appropriate documentation (SF-50s, appointment letter, etc.).

Please submit your application package to gh.pdms.staffing@usaid.gov. Please use the subject line: “**FSL APPLICATION PACKAGE: GH-PRH-Health Development Officer, FL-02-YOUR FULL NAME.**” Application submissions are required by **11:59 p.m. EDT, January 23, 2023**. 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.

For more information on Foreign Service Salaries, please visit [Foreign Service Salaries - Careers \(state.gov\)](#).

For more information on Federal Health Benefits, please visit [Healthcare & Insurance - OPM.gov](#).

USAID DEI Commitment

USAID envisions a world where all individuals are valued, have equitable access to opportunities, and are included, respected, and safe in their societies. USAID embraces diversity as outlined in USAID's EEO Statement. We seek to elevate and include the voices of the USAID workforce, recognizing and valuing the unique contributions of all stakeholders. USAID also strives to improve equity for underrepresented communities that have historically been denied fair and just treatment and improve accessibility in all facets at USAID.

[EEO Policy Statement](#)
[Reasonable Accommodation Policy](#)

Any questions concerning this notice may be directed to: -- GH PDMS Staffing Team, GH/PDMS, gh.pdms.staffing@usaid.gov.