REIMBURSABLE DETAIL
Center for Tobacco Products
Office of Science

The Center for Tobacco Products, Office of Science is offering a detail opportunity for **Science Policy Analyst, GS-601-13.** Applicants at the GS-12 and GS-13 levels are encouraged to apply. The Detail is available for a period of 120 days. Multiple individuals may be selected on a rotating basis. A temporary promotion may be available.

Bargaining Unit Status: Bargaining Unit Position

Office Location: FDA
Center for Tobacco Products
11785 Beltsville Drive
Beltsville, MD 20705

Opening Date: **November 1, 2019**

Closing Date: **November 14, 2019**

Area of Consideration: **FDA-Wide**

The CTP Office of Science offers a fast-paced, dynamic environment and an opportunity to work with dedicated, energetic people who really want to make a difference and improve public health. The position is ideal for someone who wants to have a critical role in the organization and would enjoy the challenge of working in a highly integrated and collaborative environment while handling a variety of assignments related to tobacco science policies, guidances, and rules as related to the regulation of tobacco products.

Duties include:
The selected employee will serve as Science Policy Analyst in the Office of Science, Regulatory Management and Staff, Science Policy Branch and is responsible for providing advice and leadership regarding the scientific requirements in establishing and implementing regulations and regulatory science policies for regulated tobacco products. The incumbent performs duties that include resolving a broad range of issues concerning the application of legislation and pertinent regulations relating to tobacco product submissions. Assignments are often complicated by the need to research complex, controversial, or precedent-setting issues of wide public interest and to revise existing or create new innovative regulations or policies. In this capacity, the incumbent:

- Serves as an expert in regulatory and health sciences for the agency. Develops policy recommendations and monitors program implementation for consistency with laws, regulations, and with Center policies and precedents.

- Conducts studies and/or continuing projects concerned with the Center's primary regulatory science programs. Evaluates methodology of past and proposed regulatory program options for achieving Center/Agency public health goals. Assists subject-matter experts in the design of regulatory science programs.
- Provides substantive activities and recommendations on the planning, design, implementation, and analysis of regulatory science programs, including rulemaking and guidance development.
- Participates with OS senior management and other key members of the staff to advise and assist on defining, formulating, and ensuring successful implementation and effectiveness of new programs, policies, and initiatives that meet the needs of OS's functions.
- Formulates and applies new methods for resolving regulatory science problems.
- Participates in collaboration with others on special projects related to regulations/laws and science. Special projects may involve problems that require detailed understanding of the Agency's public health policy, laws including the Federal Food, Drug, and Cosmetic Act, as well as a thorough knowledge of regulatory science.
- Provides authoritative and professional consultative services and expertise to other CTP and FDA components, and other Government agencies as needed. Works to achieve consistent policy approaches.
- Maintains knowledge and keeps abreast of new regulatory science and public health findings by reading current publications applicable to regulation of tobacco products including peer-reviewed scientific literature.

Desired Knowledge and Skills:

- Expert understanding of the Federal Food, Drug and Cosmetic Act and implementing regulations at Title 21 CFR, related to CTP-regulated products.
- Expert knowledge and skill of theories, principles, methods, and concepts regarding tobacco product development, regulation, and review, sufficient to inform regulatory science and public health policies.
- Mastery of qualitative/quantitative methods to successfully implement regulatory science policies.
- Skill in evaluating issues, identify and analyzing problems, probing causes and suggesting courses of action for scientific and regulatory specialists to pursue.
- Skill in planning and coordinating activities to be carried out by diverse organizations and personnel engaged in developing or revising regulations and regulatory science policies and procedures.
- Skill in working collaboratively; facilitation and negotiation as well as excellent interpersonal skills
- Excellent oral and written communication skills to communicate complex scientific information. Ability to appropriately edit team members' work.

Application Procedure:
The detail opportunity is open to all qualified candidates at the GS-12 and GS-13 grade level or Commissioned Corps officers.

Interested applicants should submit a copy of their resume, most recent copy of SF-50, and statement of interest via email to: gretchen.winand@fda.hhs.gov

If you are not currently in the GS-601 series, please provide:

- A copy of your unofficial transcripts OR
- A previous SF-50 showing you held a GS-601 position.

Applicants selected for an interview may be requested to provide a writing sample.

Detail is reimbursable.
Travel expenses will not be paid.

Candidates must express interest by November 14, 2019.

Supervisory concurrence is required to accept a detail; it is NOT required to apply.

***This is not an official vacancy announcement under the Merit Promotion System.**