

REIMBURSABLE DETAIL
Center for Tobacco Products

The Center for Tobacco Products (CTP), Office of Science (OS), Division of Population Health Science (DPHS) Path Branch is offering a Detail opportunity for a Lead Health Scientist, GS 0601-14. Applicants at the GS-13 level or GS-14 are encouraged to apply. The Detail is available immediately for a period of 120 days. PHS Commissioned Corps Officers may apply. A temporary promotion may be considered.

Bargaining Unit Status: Bargaining Unit Position

Position: Lead Health Scientist

Office Location: FDA
Center for Tobacco Products
Office of Science
Beltsville, MD

Opening Date: **April 13, 2020**

Closing Date: **April 24, 2020**

Area of Consideration: **FDA-Wide**

The CTP/OS/DPHS/Path Branch offers a fast-paced, dynamic environment and an opportunity to work with dedicated, energetic people who want to make a difference to improve public health. The position is ideal for someone who wishes to play a critical role in the organization and would enjoy the challenge of handling a variety of fast-paced and high-impact assignments.

Duties Include:

The incumbent leads a team that oversees various aspects of the administration of the Population Assessment of Tobacco and Health (PATH) Study and related research projects, including research planning, study management, monitoring and tracking resources and progress, and dissemination of PATH Study information and findings. The incumbent applies a professional knowledge of health sciences to tobacco regulatory science and the control and prevention of disease or injury.

- Serves as a Lead Health Scientist for a contingent of subordinate positions. Manages work of team by assigning work, setting short-term priorities, directing and reviewing work, advising and instructing staff, identifying training needs, evaluating performance, and recommending personnel actions.

- Articulates and communicates to the team project, problem to be solved, actionable events, milestones, and program issues under review, and deadlines and time frames for completion.
- Makes adjustments to accomplish the workload in accordance with established priorities to ensure timely accomplishment of assigned team tasks; and ensures each employee has an integral role in developing the final team product.
- Prepares reports and maintains records of work accomplishments and administrative information, as required, and coordinates the preparation, presentation, and communication of work-related information to the supervisor.
- Supports management of the PATH Study and PATH Branch; advises on and develops PATH Study policies and procedures.
- Plans, organizes, and manages study activities related to research planning, tracking and monitoring study progress, resource management, and dissemination of PATH Study data, information, and findings, ensuring the study informs tobacco regulatory science and CTP decision-making.
- Participates in scientific workgroups and committees with federal partners, providing scientific input on research planning, study design, data collection and management, and dissemination.
- Serves as the recognized expert in PATH Study design, operations, and analyses and for the agency with responsibility for developing objectives, and initiating requirements for the PATH Study as related to tobacco products and agency priorities, authorities, and interest.
- Develops and makes presentations on the PATH Study to other federal agencies, professional societies, industry, and other external stakeholders.
- Serves as a national or internationally recognized consultant and expert on critical problems in the field of health science.

Desired Knowledge and Skills:

- Expert knowledge in health sciences and research administration, including the complexities associated with the study operations of longitudinal studies.
- Mastery in planning, organizing, and directing study activities related to the management and operation of large, complex studies.

- Demonstrated experience in the design and implementation of study protocol and dissemination of research findings.
- Knowledge of CTP missions, programs, and organizational structures is sufficient to collaborate with other CTP staff on public health issues and problems.
- Ability to lead a team of professionals in the health science field.
- Exceptional interpersonal relationship skills and ability to collaboratively lead teams (e.g., maximize each person's contributions, reconcile divergent viewpoints, and maintain harmonious working relationships).
- Excellent oral and written communication skills.
- Ability to communicate effectively to accurately represent the FDA/CTP and the assigned program area in dealing with representatives of other agencies and organizations.

Application Procedure:

Supervisory concurrence should be obtained before you apply to this Detail. The Detail opportunity is open to all qualified candidates at the GS-13 grade level and GS-14 or Commissioned Corps Officers (O5/O6).

Interested applicants should submit a copy of their resume, most recent copy of SF-50, and statement of interest via email to:

Alicia Harper
Program Analyst
Office of Management, Center for Tobacco Products, FDA
Alicia.Harper@fda.hhs.gov

If you are not a current Health Scientist, 0601 series please submit a copy of your Transcripts with your application.

Detail is reimbursable.
Travel Expenses will not be paid.

Candidates must express interest by April 24, 2020.

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