Title 21 Vacancy Announcement
Department of Health and Human Services (HHS)
Food and Drug Administration (FDA)
National Center for Toxicological Research

Application Period: December 14, 2023 – January 19, 2024

Area of Consideration: United States Citizenship is required. You must be a U.S. Citizen or U.S. National. Foreign nationals or legal permanent residents are not eligible for consideration.

Position: Deputy Director, Office of Research

Series: 0601

Location(s): Jefferson, Arkansas

Salary: Starting at $213,491 (G)

Work Schedule: Full Time

Cures Band(s): Band G

Full Performance Band Level: Band G

Travel Requirements: May be required to travel up to 20% of the time.

Bargaining Unit: 8888

Relocation Expenses Reimbursement: You may qualify for reimbursement of relocation expenses in accordance with agency policy.

This position is being filled under a stream-lined hiring authority, Title 21, Section 3072 of the 21st Century Cures Act. The candidate selected for this position will serve under a career or career-conditional appointment and be paid under the provisions of this authority. Additional information on 21st Century Cures Act can be found here:
21st Century Cures Act Information

Introduction

The Food and Drug Administration (FDA or Agency) is the regulatory, scientific, public health and consumer protection agency responsible for ensuring all human and animal drugs, medical devices, cosmetics, foods, food additives, drugs and medicated feeds for food producing animals, tobacco and radiation emitting devices safe, and effective.

NCTR is a multi-disciplinary research center. NCTR's primary mission is to conduct peer-reviewed research and develop new scientific tools for the FDA to improve public health. This research produces new data and innovative tools to solve complex health issues and anticipated toxicological problems, thus enhancing FDA regulatory decision making. NCTR provides multidisciplinary training and fosters national and international collaborations with

scientists from government, academia, and industry.

The Office of Research oversees all research divisions at NCTR and the Deputy Director of Research has supervisory oversight for these division directors. In addition, the Office of Research organizes, plans, and directs all Center research programs as well as implements Center-wide strategies for achieving annual and long-range plans for research that is beneficial to the FDA. The Office of Research is responsible for reviewing all Center protocols for scientific integrity and to ensure requirements are met. The Office of Research also evaluates and interprets results of scientific research and recommends action to implement policy changes and coordinates with other FDA Centers and Agencies, as appropriate. The Office of Research additionally oversees technology transfer agreements, reviews and clears all scientific manuscripts prior to publication, answers scientific data calls, coordinates funding opportunities with the Office of the Chief Scientist and the Perinatal Health Center of Excellence (PHCE), and provides center-wide training with respect to internal policies.

Duties/Responsibilities

The Deputy Director for Research assists the Center Director in providing leadership, managing, and directing all research-related activities to support NCTR's mission to conduct scientific research and develop innovative tools and approaches for FDA to protect and promote public health. The Deputy Director for Research is responsible for shaping, organizing, planning, directing, and evaluating NCTR's scientific research program in the areas of Systems Biology, Biochemical Toxicology, Genetic and Molecular Toxicology, Microbiology, Bioinformatics and Biostatistics, and Neurotoxicology. Specific Duties include:

- Participating in, and contributing to, the overall planning and policy activities of the Center, and communicating the plans/programs to the Center Director, FDA's Commissioner, Office of the Chief Scientist, Product Centers, Office of Regulatory Affairs, other state and federal agencies, laboratories, academia, and the scientific community at large.

- Assisting the Center Director in formulating overall science policies and establishing program objectives and priorities for the conduct of translational and regulatory science research for NCTR-based programs.

- Initiating the development and preparation of intermediate and long-range scientific research plans and specific proposals; which includes anticipating future needs in facilities, contracts, and funding.

- Conducting in-depth program appraisals, continuously reviewing and evaluating research results and needs to ensure optimum effectiveness and recommending program changes when appropriate. Issues reports on scientific findings and coordinates research in program areas with leading scientists in other segments of the scientific community.

- Meeting regularly with division and program directors, agency officials, and top level officials of other agencies to provide scientific advice and input for long-term research planning.

- Ensuring implementation of programs responsive to the Center's portion of an integrated agency research plan.

- Providing advice and assistance in the development of new programs within the Center's research areas, in setting research priorities, and in resolving scientific, managerial, and administrative issues.

- Providing expertise and leadership on scientific, regulatory, and policy matters and assisting the Center Director in managing and directing scientific, professional, managerial, and technical support personnel engaged in activities related to implementing and administering major programs that advance research in various areas (e.g., medical product safety, food safety, tobacco products, personalized medicine, innovative technologies, systems biology, bioinformatics, and biostatistics).

- Providing leadership and direction for NCTR's Research Coordination Program by guiding efforts to effectively work cross-Center and cross-functionally to ensure the success of NCTR's research programs.

- Providing advice and guidance to NCTR management and research scientists, working in part through Office of Research staff to collaborate with scientific, regulatory, and management personnel to develop and refine research project plans, including negotiating time frames, milestones, agreed upon endpoints, and funding management.

Supervisory responsibilities:

- Provides overall program direction, leadership, and management oversight to subordinate staff.
- Provides supervision to the immediate office staff in the Office of Research. Ensures required customer service provided by the immediate office staff is delivered.
- Provides supervision to the Directors of the research divisions at NCTR and ensures the research priorities of the research divisions align with center and Agency priorities.
- Ensures compliance of research staff to counterterrorism concerns with respect to particular foreign interactions.

Conditions of Employment

- U.S. Citizenship requirement or proof of being a U.S. National must be met by closing date.
- Employment is subject to the successful completion of a background investigation, verification of qualifications, completion of onboarding forms, submission of required documents, and any other job-related requirement before or after appointment.
- Applicants must meet all qualification requirements by the closing date of this announcement.

- Direct Deposit: You will be required to have all federal salary payments electronically deposited into a bank account with a financial institution of your choice.
- FDA participates in e-Verify: All new hires must complete the I-9 form; this information will be processed through e-Verify to determine your employment eligibility. If a discrepancy arises, you must take affirmative steps to resolve the matter.
- Males born after December 31, 1959 must be registered with the Selective Service.
- One year supervisory probationary period may be required.
- Financial Disclosure may be required.
- Ethics Clearance may be required.
- Background Investigation/Security Clearance is required. All employees must pass a security investigation. Failing to pass the background check may be grounds for removal or legal action. If hired, you may be subject to additional investigations at a later time.

Qualifications

To be placed into a Cures position, candidates must meet the following criteria:

1. Scientific, Technical, and Professional Fields
2. Qualified and Outstanding Candidates
    a. ***Qualified*** applies to all candidates for Cures appointments. The FDA OTS will use the basic requirements defined in the OPM Qualification Standards as a baseline for comparing experience levels and other candidate attributes for relevant positions.
    b. ***Outstanding*** candidates can be defined by existing outstanding work experience, outstanding performance rating, or both.

In order to qualify for this Title 21 Cures position, the candidate(s) must meet the following **required** qualifications. *Please note: Additional education and experience listed that is not indicated as required is preferable and desired. Candidates who do not meet the "desired" criteria will not be excluded from consideration for this position.*

Education Requirement: Bachelor's or graduate/higher level degree: major study in an academic field related to the medical field, health sciences or allied sciences appropriate to the work of the position. This degree must be from an educational program from an accrediting body recognized by the U.S. Department of Education at the time the degree was obtained.

Desired Education: Candidates would have an equivalent to a Ph.D. in the medical or relevant biological sciences, or an M.D.

Desired Professional Experience: Extensive leadership, collaboration, and communication skills are required to lead and coordinate across various programs, offices, centers, and agencies. This knowledge should be equivalent to a Ph.D. in the medical or relevant biological sciences, or an M.D. with substantial postgraduate experience in both research and the practice of

regulatory toxicology or related expertise.

Education Transcripts

SUBMITTING YOUR TRANSCRIPTS: Positions which are scientific or technical in nature often have very specific educational requirements. A transcript is required to verify educational achievement. Pay careful attention to the Qualifications and Education sections to identify vacancies where a transcript is required. Even if you hold a similar position or are a current FDA employee, you are not exempt from transcript requirements.

FOREIGN EDUCATION: If you are using education completed in foreign colleges or universities to meet the qualification requirements, you must show that the education credentials have been evaluated by a private organization that specializes in interpretation of foreign education programs and such education has been deemed equivalent to that gained in an accredited U.S. education program; or full credit has been given for the courses at a U.S. accredited college or university.For more information about this requirement, please visit the U.S. Department of Education website for Foreign Education Evaluation.

Security Clearance Requirements

Background Investigation/Security Clearance Requirements: Background Investigation/Security Clearance Requirements: Background Investigation/Security Clearance Requirements: A background investigation is required. All employees must pass a security background investigation. Failing to pass the background check may be grounds for removal or legal action. If hired, you may be subject to additional investigations at a later time.

Ethics Clearance Requirements

This position may require financial disclosure reporting and will be subject to FDA's prohibited financial interest regulation. If you are hired, you may be required to divest of certain financial interests. You are advised to seek additional information on this requirement from the hiring official before accepting any job offers. For more information please visit the FDA Ethics web page: https://www.fda.gov/about-fda/jobs-and-training-fda/ethics.

Equal Employment Opportunity

Equal Employment Opportunity Policy

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.
Equal Employment Opportunity (EEO) for federal employees & job applicants

Reasonable Accommodation

Reasonable Accommodation Policy

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application process should follow the instructions in the job opportunity announcement. For any part of the remaining hiring process, applicants should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.A reasonable accommodation is any change to a job, the work environment, or the way things are usually done that enables an individual with a disability to apply for a job, perform job duties or receive equal access to job benefits. Under the Rehabilitation Act of 1973, federal agencies must provide reasonable accommodations when: An applicant with a disability needs an accommodation to have an equal opportunity to apply for a job. An employee with a disability needs an accommodation to perform the essential job duties or to gain access to the workplace. An employee with a disability needs an accommodation to receive equal access to benefits, such as details, training, and office-sponsored events. You can request a reasonable accommodation at any time during the application or hiring process or while on the job. Requests are considered on a case-by-case basis. Learn more about disability employment and reasonable accommodations or how to contact an agency.

E-Verify

The Food and Drug Administration participates in the USCIS Electronic Employment Eligibility Verification Program (E-Verify). E-Verify helps employers determine employment eligibility of new hires and the validity of their Social Security numbers.

How to Apply

Applications will be How to Apply: Submit resume or curriculum vitae with cover letter by January 12, 2024**,** by 11:59 pm EST to nctrjobs@fda.hhs.gov.

Announcement Contact

For questions regarding this Cures position, please send your questions to nctrjobs@fda.hhs.gov.

The Department of Health and Human Services is an equal opportunity employer with a smoke free environment.

FDA is an equal opportunity employer.