REIMBURSABLE DETAIL
CENTER FOR TOBACCO PRODUCTS

The Food and Drug Administration (FDA), Center for Tobacco Products, Office of Regulations (OR) is offering a Detail opportunity for a position as a Regulatory Counsel, GS-0301-13. PHS Commissioned Corps Officers may apply. The Detail is available immediately for a period of up to 120 days. A temporary promotion may be considered.

Bargaining Unit Status: Bargaining Unit Position

Office/Duty Location: FDA
Center for Tobacco Products
Office of Regulations
10903 New Hampshire Avenue
Silver Spring, MD 20993
Anywhere in the U.S. (Remote Position)

Opening Date: **April 11, 2024**
Closing Date: **April 24, 2024**

Area of Consideration: HHS Employees

On June 22, 2009, the Family Smoking Prevention and Tobacco Control Act (the Tobacco Control Act) (Public Law 111-31) was signed into law. The Tobacco Control Act granted FDA important new authority to regulate the manufacture, marketing, and distribution of tobacco products to protect the public health generally and to reduce tobacco use by minors. To carry out this responsibility, FDA established CTP.

Major Duties:

The selected employee will serve as a Regulatory Counsel in the Office of Regulations. Duties may include:

- Review, summarize, and draft responses to public comments received on proposed regulations and draft guidance documents, as appropriate; recommend adoption or rejection of counter-proposals contained in comments and objections; drafts final regulation or guidance document.
- Develop and draft a wide range of regulatory and policy documents, often leading working groups within the Center and participating on behalf of Center of Tobacco Products on Agency-wide working groups or teams.
- Develop policies and programs involving matters affecting the regulation of tobacco products.
- Conduct legal research to establish the legal basis for drafting proposed regulations, guidance documents, and other regulatory documents.
- Provide authoritative advice and assessments of the impact and actual and proposed Administration or Congressional actions on the program, functions, and activities of the Center.

Qualifying specialized experience includes:

- Review, summarize, and draft responses to public comments received on proposed regulations and draft guidance documents.
- Make oral presentations explaining the substance and procedures involved in regulation and guidance development.
- Consult with staff at all levels to resolve issues that arise during rule/guidance development.
- Resolve issues through the use of decision memoranda or through meetings.
- Analyze regulatory programs to create policies and procedures for issuing regulations and guidance documents.
- Prepare and finalize responses to inquiries.
- Draft and format regulatory documents that comply with all applicable legal requirements and policies.

Application Procedure:

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

The detail opportunity is open to:

- Qualified candidates at the GS-12 grade level that have not previously held a temporary promotion position within the last 12 months.
- Qualified candidates at the GS-13 grade level.
- Public Health Service Commissioned Corps Officers.

Multiple selections may be made to fill position on a rotational basis.

Interested applicants must submit a resume, most recent copy of SF-50, and statement of interest to: CTP-Recruitment@fda.hhs.gov

Please enter **Detail: CTP, OR- Regulatory Counsel, GS-0301-13** in the subject line of email.

Relocation expenses will not be paid.
Applications/resumes must be submitted by 4/24/2024.
This is not an official vacancy announcement under the Merit Promotion System.