

Vacancy Announcement
Department of Health and Human Services
National Institutes of Health

DIRECTOR, OFFICE OF STRATEGIC COORDINATION
Division of Program Coordination, Planning, and Strategic Initiatives
Office of the Director, NIH

THE POSITION: The National Institutes of Health (NIH) is seeking exceptional candidates for the critically important position of Director, Office of Strategic Coordination. This is an exciting opportunity to provide leadership for and coordinate scientific research within the NIH and provide advice to the NIH Director and Director, Division of Program Coordination, Planning, and Strategic Initiatives (DPCPSI).

The Office of Strategic Coordination (OSC) is located within DPCPSI in the NIH Office of the Director. The OSC plans, manages, and oversees activities funded by the NIH Common Fund (CF), with a FY23 budget of \$735 million that supports strategic scientific programs of high priority for the NIH Director. The primary objectives of OSC are to integrate information and develop recommendations to inform the agency's priority-setting and decision-making processes with respect to NIH-wide strategic initiatives. These initiatives will address exceptional scientific opportunities and emerging public health needs. OSC provides the NIH Director with the information needed to allocate resources effectively for NIH-wide efforts and identify Common Fund initiatives for consideration and evaluation by both outside advisors and NIH leadership.

The NIH Common Fund is a component of the NIH budget which is managed by OSC. Common Fund programs address emerging scientific opportunities and pressing challenges in biomedical research that no single NIH Institute or Center (IC) can address on its own but are of high priority for the NIH as an agency. The Common Fund is a unique resource at NIH where high-risk, innovative endeavors with the potential for extraordinary impact can be supported. Common Fund programs are short-term, goal-driven strategic investments, with deliverables intended to catalyze research across multiple biomedical research disciplines.

This Title 42 position offers a unique and exciting opportunity for a scientific leader, as OSC Director, to (1) direct, oversee, and coordinate the development of recommendations to inform priority-setting and decision-making processes with respect to strategic initiatives supported by the Common Fund; (2) address exceptional scientific opportunities and emerging public health needs; (3) provide the NIH Director with the information needed to allocate resources effectively for Common Fund efforts; (4) identify Common Fund initiatives for consideration and evaluation by both outside advisors and NIH leadership; (5) provide management and executive direction of OSC; and (6) serve as the principal advisor to the DPCPSI Director on issues involving OSC and CF planning, analysis, policy formulation, and implementation activities. Successful candidates will have outstanding communication, strong program management, executive leadership, and relationship building skills which are essential to the formulation of initiatives, resources, and policies that promote innovative research. Candidates must have an M.D., Ph.D. or equivalent and be highly respected experts in the national biomedical research community with extensive

knowledge of biomedical research programs. Clinical, translational, and implementation science research are critical for this position. Candidates with a range of experience are welcome, including from the private and public sectors.

Information about OSC is located at its website: <https://commonfund.nih.gov/>. Information about the [National Institutes of Health](#) is located at its website.

ABOUT THE NIH: As the world's largest medical research facility, NIH consists of 27 Institutes/Centers, including the Clinical Center (an on-site research hospital), the Fogarty International Center, and the National Library of Medicine. NIH's national program of health research and research training is currently funded at more than \$45 billion annually. NIH has over 18,000 employees.

LOCATION: Bethesda, MD

REQUIRED QUALIFICATIONS: NIH seeks candidates with strong communication skills, who have a commitment to scientific excellence and the energy, enthusiasm, and innovative thinking necessary to lead a dynamic and diverse organization. Applicants must possess an M.D. and/or Ph.D., or comparable doctorate degree in a field of health science plus senior-level scientific experience in one or more aspects of medicine, chemistry, genetics, cell biology, or biochemistry, and outstanding scientific knowledge of biomedical and behavioral research programs. Clinical, translational, and implementation science research are critical for this position. The candidate should be known and respected within their profession, both nationally and internationally, as individuals of outstanding scientific prominence, with a distinguished record of research accomplishments and leadership credentials. Applicants must also have demonstrated experience in setting, planning, implementing, and analyzing program objectives and priorities. They should have the demonstrated leadership and broad visionary capabilities in the research arena with demonstrated ability to engage others to create and execute an organization's vision; to navigate successfully within and collaborate across the public sector to achieve research objectives; and to optimize organizational performance by developing strategic priorities, setting and communicating clearly defined expectations, promoting accountability for results, and resolving operational problems and issues. Candidates should have demonstrated management acumen, including identification and management of financial and human resource needs; proven ability to make complex and strategic decisions to optimize resource usage, mitigate risks, and achieve desired results; and the ability to build, mentor, motivate, and maintain a culturally diverse biomedical research workforce.

SALARY/BENEFITS: The Director, Office of Strategic Coordination, will be appointed at a salary commensurate with their qualifications and experience. Full Federal benefits, including leave, health and life insurance, long term care insurance, retirement, and savings plan (401K equivalent) will be provided. A recruitment and/or relocation incentive may be available; and relocation expenses may be paid.

Please read the following guidance on [Selective Service](#) requirements.

EQUAL OPPORTUNITY EMPLOYMENT: Selection for this position will be based solely on merit, with no discrimination for non-merit reasons such as race, color, religion, gender, sexual orientation, national origin, political affiliation, marital status, disability, age, or membership or non-membership in an employee organization. The NIH encourages the application and nomination of qualified women, minorities, and individuals with disabilities.

STANDARDS OF CONDUCT/FINANCIAL DISCLOSURE: The National Institutes of Health inspires public confidence in our science by maintaining high ethical principles. NIH employees are subject to Federal government-wide regulations and statutes, as well as agency-specific regulations described at the [NIH Ethics website](#). We encourage applicants to review this information. The position is subject to a background investigation and requires the incumbent to complete a public financial disclosure report prior to the effective date of the appointment.

FOREIGN EDUCATION: Applicants who have completed part or all of their education outside of the U.S. must have their foreign education evaluated by an accredited organization to ensure that the foreign education is equivalent to education received in accredited educational institutions in the U.S. **We will only accept the completed foreign education evaluation.** For more information on Foreign Education verification, visit the [National Association of Credential Evaluation Services \(NACES\)](#) website. Verification must be received prior to the effective date of the appointment.

ADDITIONAL INFORMATION: HHS has a critical preparedness and response mission: HHS protects the American people from health threats, researches emerging diseases, and mobilizes public health programs with domestic and international partners. In support of this mission, HHS offers its employees the opportunity to volunteer to become Federal Civilian Detailees and contribute their unique skills through voluntary temporary assignments to humanitarian emergencies or Departmental priorities countering new and emerging health, safety, and security threats.

REASONABLE ACCOMMODATION: NIH provides reasonable accommodations to applicants with disabilities. If you require reasonable accommodation during any part of the application and hiring process, please notify us. The decision on granting reasonable accommodation will be made on a case-by-case basis.

HOW TO APPLY: Applicants must electronically submit a current curriculum vitae, bibliography (if not included in your curriculum vitae), a photocopy of your doctoral degree, and full contact details for three (3) references. In addition, applicants are asked to prepare three (3) statements: a vision statement; a statement that addresses the specific qualification requirements; and a statement indicating how you have promoted diversity, equity, inclusion, and accessibility, and describing your mentoring and outreach activities, especially those involving underrepresented groups in biomedical research (please limit all statements to two pages each). **Review of applications will begin on August 18, 2023, but applications will be accepted until the position is filled. Complete application packages must be submitted to OSCDirectorsearch@nih.gov.**

Please contact Betina Orezzaoli at OSCDirectorsearch@nih.gov for questions about the application

process or position.

Do not include your birth date or social security number (SSN) on application materials.

DHHS AND NIH ARE EQUAL OPPORTUNITY EMPLOYERS