VACANCY ANNOUNCEMENT

Department of Health and Human Services (HHS)

Food and Drug Administration (FDA)

Center for Food Safety and Applied Nutrition (CFSAN)

Office of the Center Director (OCD)

Senior Biomedical Research and Biomedical Product Assessment Service (SBRBPAS)

Position: Supervisory SBRBPAS Expert

Series: This is a scientific position to be filled in the physical sciences 403 series.

Location: College Park, MD

Opening Date: January 3, 2023

Closing Date: January 31, 2023

Salary Range: Salary is commensurate with education and experience.

Area of Consideration: Applications will be accepted from all qualified applicants. Qualified Individuals with disabilities or targeted disabilities, and veterans or military spouses are encouraged to apply for consideration.

Special Notes: This position will be filled under the Senior Biomedical Research and Biomedical Product Assessment Service **(SBRBPAS) appointment authority. This is an Excepted Service position.**

Position Summary: This position is in the Center for Food Safety and Applied Nutrition's (CFSAN), Office of the Center Director (OCD). OCD oversees the center's development and implementation of programs and policies related to the composition, quality, safety, and labeling of foods, food and color additives, and cosmetics. This position is that of an SBRBPAS Expert serving as Director, Senior Science Advisor Staff (SSAS).

The mission of SSAS, as further described in the FDA Staff Manual Guide, is to provide leadership and coordination to sustain and enhance the center's scientific research enterprise needed to uphold the center's regulatory responsibilities. The Director, SSAS oversees, coordinates and otherwise participates in leading that effort.

Duties/Responsibilities:

- As a nationally and internationally recognized expert, the Director, SSAS serves as senior scientific advisor and lead scientist for food and cosmetic safety, providing advice on issues, technologies, scientific advancements, and other matters related to food and cosmetic safety research and programs, including those that are used to evaluate the effectiveness of FDA food and cosmetic safety programs.

- As much as half of the position's time commitment involves serving as a supervisor and manager with responsibility for providing direction to highly complex projects and resources in research, regulation, environmental health, health education, clinical evaluation, as well as scientific advisory and research support from staff scientists in addition to direct reports that include senior advisors and support staff.

- Applies knowledge of administrative and program management principles and skills in carrying out the mission of SSAS, as well as to address and solve unusual and often precedent setting problems associated with the Center's research programs.

- Oversees a research portfolio that is collaborative with other scientists in the Center and addresses strategic objectives of the Center.

- Serves on agency committees and task forces and may serve on technical committees for other Federal agencies or for local, state, or national groups, organizations, or governmental bodies.

- Serves as an FDA representative to Federal, state, and local government agencies involved in assuring the safety of foods and cosmetics. Additionally, serves as FDA representative to foreign governments, international standards setting organizations, trade and professional organizations, and consumer groups on matters related to FDA food and cosmetic safety research, policies and programs.

- Initiates decision-making processes and documents and participates fully in discussions and decisions concerning Office and Center research plans, programs, and activities, both in strategic planning and in the actual determination, allocation, and administration of Center research program segments, functions and activities.

- Provides expert scientific and technical advice and assistance to the Center Director, other key officials and the field on food and cosmetic safety issues, field programs, initiatives and related activities.

- Directs the preparation of analyses of the impact of proposed changes to Agency laws and regulations that affect research functions, program segments and activities of the Center. Advises on changes and additions to the research program and activities of the Center necessary to implement new legislation or regulations and develops various scenarios for dealing with expansion or contraction of Center research program segment(s) and activities.

- **Performs a variety of supervisory responsibilities to include but not limited to:** 1) Planning, assigning, evaluating, and directing work, assuring adequate training of employees, and exercising complete administrative control over subordinates in carrying out program policies. 2) Assures implementation of goals and objectives of the SSAS, including determination of SSAS priorities that need additional emphasis, and planning for long range staffing needs. 3) Provides leadership and managerial guidance to all members of the SSAS including senior scientists,

junior scientists, post-doctoral fellows, students, and technical/support personnel in the areas of scientific program management, human resource management and general administrative management. 4) Conducts performance evaluation of staff, including resolving serious employee complaints and approving disciplinary actions and makes hiring selections for all positions within the SSAS, as well as recommends awards or bonuses and changes in position classification. 5) Identifies and eliminates barriers to efficient completion of work product, improves business practices, and promotes team building and cohesiveness both within the SSAS, between CFSAN research components, and within the center overall.

Qualifications:

1.To qualify for a SBRBPAS appointment, the individual must have a doctoral level degree in biomedicine or a biological related field, or a doctoral or master's level degree in engineering, bioinformatics, or a related or emerging field (to include microbiology) **and** meet the OPM Qualification Standards for a General Schedule (GS) 15 level position in the applicable professional or scientific series.

2.In addition, the individual must be considered as an expert in the following field:

Biomedical product assessment. An individual who is actively engaged in the development or assessment of biomedical products (including but not limited to experience in drugs, tobacco, biologics, devices, food and cosmetic safety and dietary supplement ingredients or food ingredients) and whose work in this area is considered by recognized experts or peers in the field of biomedical product assessment to be outstanding. One or more of the following achievements must be present to demonstrate the individual has received such recognition: the individual a) has significant experience dealing with complex, precedent-setting evaluation, scientific policies or development issues (e.g., those associated with novel biomedical products, novel approaches to biomedical product – manufacturing (including but not limited to experience in drugs, tobacco, biologics, devices and dietary supplement ingredients or food ingredients), or use of novel evaluation approaches to dietary supplements; b) demonstrated cutting- edge expertise in a scientific or technical discipline critical to design, development, manufacturing, safety assessment, or technical aspects of effective oversight of biomedical products, including but not limited to dietary supplement ingredients/products or food ingredients; c) received invitations to speak at or chair major national or international meets and symposia; or d) meets other criteria demonstrating sufficient rigor or accomplishment in a relevant or closely related activity or field that is necessary to the accomplishment of the FDA Center/Office's mission.

Mandatory Managerial/Executive Qualifications:

Candidates must have the ability to bring about strategic change, both within and outside the organization, to meet organizational goals; the ability to lead people toward meeting the organization's vision, mission, and goals:

- Ability to meet organizational goals and customer expectations.
- Ability to lead people towards meeting the organization’s vision, mission, and goals.
- Ability to build coalitions internally and with other Federal agencies, Federal, state, and local governments, nonprofit and private sector organizations, foreign governments, or international organizations to achieve common goals.

Desirable Qualifications:

Candidates should have:

- Expert level experience that demonstrates sound judgment, strong leadership abilities in a scientific or public health environment;
- Demonstrate leadership competence and abilities to:
  - develop complex and basic program goals, and assure that agency goals and priorities are considered in carrying out and completing OCD's responsibilities;
  - direct and guide projects, including long-term and short-range planning;
  - establish objectives and priorities;
  - conduct periodic program assessments;
  - plan and direct the work of a multidisciplinary scientific staff;
- Experience indicating the ability to communicate and effectively interact with high level government officials, the scientific/academic communities, medical or health related organizations, members of congress or top level representatives of counterpart Federal agencies, foreign government, officials, CEO level and senior representatives from regulated industry, other research stakeholders, consumer organizations, and the general public.

It is desirable that candidates have:

- Extensive knowledge in food and cosmetic safety methods to evaluate the effectiveness of FDA food and cosmetic safety programs;
- Practical knowledge of the application of FDA laws and regulations;
- Training, professional development, and outside activities that provide evidence of initiative, resourcefulness and potential for effective job performance such as invitations, presentations and international activities;
- Receipt of honors, awards or other recognition for scientific research performance or contributions based on managerial excellence;
- Professional leadership activities;
- Serves on the editorial board of a recognized journal or in a leadership role of a scientific/professional society or regulatory body.

Application Procedures:

Candidates must submit a resume/curriculum vitae and copy of transcripts by close of business **(January 31, 2023)** to: CFSANExecutiveRecruitment@fda.hhs.gov.

Individuals with disabilities or targeted disabilities, and veterans or military spouses may reach out to the FDA's Special Placement Program Staff at SpecialPlacementPrograms@fda.hhs.gov for assistance. You may be requested to provide supporting documentation, e.g., Schedule A letter, SF-256, Self-Identification of a Disability, DD214, SF-15, etc. during any stage of the application process.

Conditions of Employment:

Citizenship Requirement: You must be a U.S. Citizen to be considered for this advertisement unless explicitly stated otherwise.

Selective Service Registration: All applicants born male, on (or after) 12/31/1959, must be registered with the Selective Service System OR have an approved exemption. Visit www.SSS.gov for more info.

Supervisory/Managerial Probationary Period: This position is subject to a one-year supervisory/managerial probationary period. If already completed, you will not be subject to a new one.

Ethics Requirements: This position is subject to strict prohibited financial interest regulations which could restrict the type of financial interest (stock holdings) for the employee, the spouse, and minor children of the employee. Selectee for this position will be required to file a Confidential Disclosure Report (OGE 450) and may require the selectee to obtain clearance from the FDA Division of Ethics and Integrity before a final offer can be made. For additional information on the prohibited financial interests, please visit the FDA Ethics and Integrity Office website at http://www.fda.gov/AboutFDA/WorkingatFDA/Ethics/default.htm.

Security and Background Requirements: If not previously completed a background security investigation will be required for all appointees. Appointment will be subject to the applicant's successful completion of a background security investigation and favorable adjudication. Failure to successfully meet these requirements may be grounds for appropriate personnel action. In addition, if hired, a background security investigation or supplemental investigation may be required at a later time. Applicants are also advised that all information concerning qualification is subject to investigation. False representation may be grounds for non-selection and/or appropriate disciplinary action.

Fair & Transparent

The Federal hiring process is setup to be fair and transparent. Please read the following guidance.

- Equal Employment Opportunity (EEO) Policy
- Reasonable accommodation policy
- Financial suitability
- Selective Service
- New employee probationary period
- Signature and false statements
- Privacy Act
- Social security number request