

Health Scientist Administrator (Program Officer), Integrative Biological and Behavioral Sciences, Division of Scientific Programs, National Institute on Minority Health and Health Disparities, National Institutes of Health

Job Announcement Description

The National Institute on Minority Health and Health Disparities (NIMHD), Integrative Biological and Behavioral Sciences (IBBS), within the Division of Scientific Programs (DSP), at the National Institutes of Health (NIH), located in Bethesda, Maryland, is seeking candidates with a commitment to scientific excellence and the energy, enthusiasm, and innovative thinking in biobehavioral and/or behavioral and social science to serve as a **Health Scientist Administrator**, to provide scientific leadership and coordinate extramural research activities in this area.

ABOUT THE IBBS

The IBBS group promotes and supports innovative multidisciplinary research on biological and behavioral mechanisms and pathways underpinning resilience and susceptibility to adverse health conditions that disproportionately affect racial and ethnic minority populations, persons of less privileged socioeconomic status, underserved rural residents, and sexual and gender minorities. We are committed to creating a diverse and inclusive work environment, and we strongly welcome candidates from underrepresented groups to apply.

POSITION DESCRIPTION

The IBBS is considering multiple full-time positions for this opportunity. Responsibilities for this position include serving as a Program Official with scientific oversight of a portfolio of extramural grants, cooperative agreements, training fellowships, and career development awards related to behavioral and social sciences, including but not limited to research on mechanisms underlying cognitive development, affect, attitudes and beliefs, and interpersonal interactions and family relationships that link to health-related outcomes; research on mechanisms through which behavioral risk and protective factors influence the development of adverse health conditions or promote resilience; research on individual- and family-level strategies to cope with adversity and stress; research on the impact of racism, discrimination, and segregation on health behavior and strategies to ameliorate their effects. The incumbent will provide programmatic leadership and serve as a scientific point of contact for research programs in the behavioral and social sciences at the NIMHD.

The incumbent will work across the National Institutes of Health (NIH) and other Government and non-government agencies to promote and coordinate behavioral and social science research focused on minority health and health disparities.

The ideal candidate will have 1) first-hand experience in or strong familiarity with clinical research in biobehavioral and/or behavioral and social science disciplines, including but not limited to observational studies, intervention studies (e.g., clinical trials), and translational research); 2) a strong interest in and specific expertise related to the science of minority health and health disparities, including social determinants of health; 3) proficient understanding of and familiarity with medical and public health guidelines related to the prevention and treatment of common diseases that disproportionately impact populations that experience health disparities; 4) flexible, self-starter capabilities of working independently and as a team player; and 5) strong interpersonal, organizational, time management, analytical, and written and oral communication skills.

The Health Scientist Administrator:

1. Administers a portfolio of extramural research grants, cooperative agreements, contracts (when applicable), and training awards for minority health, health/health care disparities, behavioral and social science research activities, and manages workload and project priorities to fulfill the mission of the IBBS scientific program area and NIMHD;
2. Develops, writes, and presents new scientific concepts leading to funding opportunity announcements that bridge existing gaps in behavioral and social science research and promote high-quality science within the context of minority health and health disparities, as funding permits.
3. Provides programmatic expertise and leadership and serve as a scientific point of contact for research programs in the behavioral and social science research at the NIMHD.
4. Reviews lay and scientific literature and assigned research grant and contract portfolio to ensure appropriate balance of the portfolio and to identify gap areas.
5. Consults with and advises grantees (and contractors, when applicable) during preparation of applications/proposals and provide guidance on program announcements and priorities.
6. Performs scientific and administrative reviews and analysis of applications/proposals from a programmatic viewpoint.
7. Organizes and conducts workshops, conferences, symposia, or similar activities.
8. Responds to scientific and Departmental reporting requests, synthesizing and presenting results of data analyses, drawing inferences, and making recommendations that bear on program activities and policies.
9. Prepares scientific position papers and staff documents, highlights of significant

research findings in mission-related areas, and special reports on health disparities and behavioral and social science research programs.

10. Represents the IBBS, DSP, or NIMHD on committees, panels, and workgroups, at conferences and meeting as an authority in planning, development, and implementation of behavioral and social science research programs focused on minority health and health disparities.
11. Works across the NIH and other Government and non-government agencies to promote and coordinate behavioral and social science research focused on minority health and health disparities.
12. Collaborates with the IBBS team and NIMHD staff on a wide array of scientific and administrative management activities.

DESIRED QUALIFICATIONS

- Ph.D. and/or M.D. or equivalent degree(s) in the behavioral and/or social sciences. Candidates with doctoral degrees in clinical psychology or social psychology are especially encouraged to apply.
- Multidisciplinary expertise that combines interactions in biological, psychological, and social factors with health outcomes related to minority health and health disparities.
- Expertise in relevant areas such as cognition, neurodevelopment, behavioral genetics and behavior change, and social neuroscience.
- Experience setting the scientific agenda, planning, executing, and leading major scientific meetings, workshops, and conferences for diverse stakeholders.
- Experience developing partnerships and collaborations with internal and external stakeholders; coordination of such partnerships across diverse disciplines is desirable.
- Experience organizing and leading workgroups and interest groups.
- Strong critical thinking and problem-solving skills.
- Excellent written and oral communication skills with demonstrated ability to convey complex information to a variety of audiences.
- Strong interpersonal skills and demonstrated ability to cultivate partnerships and maintain relationships at all levels across an organization to develop and implement program priorities.
- Ability to work on multiple time-sensitive projects simultaneously.

Letters of Interest

Please submit a letter of interest, CV, or resume to [Dr. Michael Sayre](#). Materials should be received no later than Wednesday, **May 26, 2021**. For questions about the position, please

contact Dr. Michael Sayre at michael.sayre@nih.gov.

To Apply

This position will be advertised through [NIH's Global Recruitment for Health Scientists Administrators](#) (HSA) from **May 17 - 26, 2021**. Applications in response to this announcement must be submitted through www.USAJobs.gov to be considered.

HHS, NIH, and NIMHD are equal opportunity employers dedicated to diversity, equity, and inclusion.