Foreign Service Limited Position Opportunity - General Development Officer (Digital Specialist) - FL-0301-02 - PD 33299

- Agency: U.S. Agency for International Development
- Organization: Bureau for Resilience and Food Security (RFS)
- Location of Position: Washington, DC
- Open Period: March 20th-April 17th, 2020
- Appointment Type: This is an excepted service, time-limited appointment that is not-to-exceed five (5) years
- Salary: (USD) $115,630 - (USD) $169,807 (annually)
- Number of Vacancies: 1

Description of Organization: This position is located in the Program Office (PO) of USAID’s Bureau for Resilience and Food Security (RFS). RFS’s mission is to partner to advance inclusive agriculture-led growth, resilience, nutrition, and access to water and sanitation to accelerate and protect progress on the Journey to Self-Reliance. RFS oversees four high-level, integrated efforts in support of this mission: (1) Feed the Future (FTF), guided by the Global Food Security Strategy (GFSS), (2) the USAID Multi-Sector Nutrition Strategy, (3) the U.S. Global Water Strategy, and (4) efforts to increase resilience in areas of recurrent humanitarian crisis. To deliver on this work, RFS partners with other Federal Departments and Agencies, USAID Bureaus and Missions, universities, civil society, and other public- and private-sector actors.

The Program Office (PO) oversees programmatic operations for RFS. The Office works across the Bureau to manage systems for efficient strategic planning, program implementation, and project and activity design advice for activities and projects, including facilitating all stages of the procurement process. The Office also ensures that gender, youth, digital, and local capacity development are incorporated into the design and implementation of Agency and Bureau food security, resilience, agriculture, nutrition, and water investments. The Office oversees the formulation, allocation, and execution of RFS’s program budget, including compliance with Congressional directives and required reporting and notification.

Description of Position: The General Development Officer (Digital Specialist) will undertake the following duties and responsibilities:

TECHNICAL LEADERSHIP AND MISSION SUPPORT 65%
Provides technical assistance to USAID field missions on topics related to digital solutions for resilience and food security investments, including precision agriculture, digital inclusion, digital financial services, and data driven agriculture. In collaboration with cross-office teams, develops recommendations and prepares technical products that provide factual and analytical information in a clear format that meets the needs of diverse audiences. Learns and collaborates with colleagues to represent the breadth of USAID tools that are complementary to and can be applied to advance resilience and food security programming to Mission colleagues.

RELATIONSHIP MANAGEMENT 25%
Facilitates collaboration between partners and works collaboratively with representatives of different types of institutions, including government, universities, and the private sector. Advises the Bureau on responsible and effective approaches for engaging the private sector around digital solutions. Facilitates knowledge sharing and recommends technical resources with other parts of the Agency.
focused on digital solutions. Interacts and speaks authoritatively at Agency and technical levels with a wide range of senior technical experts in public and private meetings. Ensures participation in the Bureau’s Country Support Team Structure to support field-level programming and data driven decision-making as this is a foundation of the Bureau.

**PROGRAM MANAGEMENT 10%**
Curates technical content in support of strategic knowledge management. Communicates effectively in written and oral formats; develops concise, informative reports, briefing materials, and talking points on complex subjects, with short lead times. Reviews draft reports to ensure accuracy, precision, and clarity of presentation of agriculture research and analysis. Engage concerned USAID Mission staff at the activity design stage, and on a regular basis throughout program implementation for all field and or centrally-managed RFS activity support mechanisms to ensure that these activities are well-aligned with the Mission's development priorities and CDCS.

Performs other related duties as assigned.

**Qualifications:**
- Must be a U.S. citizen.
- You must have one year of specialized experience equivalent to the next lower grade level (FS-03) of this position. Examples of specialized experience include: Design, analysis, monitoring, and/or implementation of international development programs related to digital technologies. Leading or assisting in project management. Providing technical assistance and/or information to clients.
- Must be eligible to obtain and maintain a Secret-level security clearance.

**Interested candidates should submit a:**
- Resume/CV;
- A short written statement of interest; and
- Official or unofficial transcripts, if education is noted as a requirement above.

Please submit your application package to <bfsjobs@usaid.gov>. Please use the subject line “FSL APPLICATION PACKAGE: GDO, PD 33299, 02, RFS/PO.” Application submissions are required by 11:59 pm (EST), April 17th, 2020. Packages not submitted by the deadline with the specified subject line—or incomplete packages—will not receive consideration.

This notice may be used to fill additional vacancies, as the workforce needs of the Bureau may change.

**EEO Policy Statement**

**Reasonable Accommodation Policy**

Any questions concerning this notice may be directed to:

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