Health Scientist Administrator  
National Institutes of Health  

Summary  
The NIH is the premier biomedical research center for the world. Its 27 Institutes and Centers employ approximately 18,000 employees doing a vast array of jobs, all supporting efforts for a healthy nation. For information on the NIH mission, goals, and Institutes and Centers, visit NIH Overview.

This position is located in the Tribal Health Research Office (THRO) within the Division of Program Coordination, Planning, and Strategic Initiatives (DPCPSI), OD, NIH.

The Tribal Health Research Office: (1) coordinates tribal health research-related activities across NIH; (2) through the position of Tribal Affairs Advisor serves as a liaison to and NIH representative on tribal health related committees or working groups; (3) coordinates and convenes the NIH Tribal Consultation Advisory Committee; (4) collaborates with NIH Institutes and Centers on the development of reports on tribal health topics; (5) manages information dissemination related to tribal health research coordination and the Tribal Consultation Advisory Committee; (6) convenes trans-NIH committees, workshops, meetings and other activities related to tribal health research and scientific priorities; and (7) works with NIH Institutes and Centers to leverage resources or develop initiatives to support tribal health research.

The Tribal Health Research Office is expected to engage American Indian and Alaska Native communities, seeking their input into the ongoing work of the Office. To accomplish this, the THRO Director is expected to have knowledge of appropriate strategies for conducting tribal health research, fostering community engagement, and partnering with tribes and tribal organizations.
For more information, please visit https://dpcpsi.nih.gov/thro.

**Duties**

As the Director, Tribal Health Research Office, you will serve as a Senior Program Officer with responsibility for providing scientific leadership and direction to the planning, development, implementation and evaluation of biomedical and behavioral research initiatives involving American Indian/Alaska Native (AI/AN) populations that are trans-NIH in nature and are coordinated by the NIH OD. Duties include:

- **Leads and manages the implementation of the NIH Tribal Consultation Policy and coordination of the NIH's Federal Tribal Consultation Advisory Committee (TCAC).** The incumbent develops policies and plans for strengthening the agency's national research programs on American Indians/Alaska Natives, a population with needs of compelling scientific and public health urgency. Plays a major role in the formulation of agency-wide program objectives, plan, and policies working with the NIH Tribal Health Research Coordinating Committee.

- **Prepares authoritative, executive-level expert-quality** 1) formal and informal reports that address vital tribal issues, 2) multi-functional studies and analytical approaches, 3) expert findings, and 4) cogent, substantive recommendations that are used as the primary basis for key tribal executive-level management decisions. These findings may include identification of major research advances in the areas of basic, clinical, applied and translational research, as well as needs and opportunities for new research.

- **Serves as a principal contact in interactions, collaborations, and initiatives both inside and outside the Federal government with the tribes; and, represents the NIH at meetings of tribal organizations, professional societies, and scientific organizations related to AI/AN issues, and represents the agency in a number of intergovernmental committees, for example the Secretary's Tribal Advisory Committee,**

• Works closely with senior staff to develop complete and informative reports of scientific discoveries and progress as required by the Federal government or requested by Congress and others related to AI/AN issues and tribal health, including annual narratives for Congressional Budget Justification documents and scientific goal narratives that are a part of DPCPSI's responsibilities for leading NIH's response to the Government Performance and Results Act.

For more information, including salary, government grade level, location, additional requirements and how to apply, visit: https://www.usajobs.gov/GetJob/ViewDetails/442988800/