



**Health Program Specialist (Program Analyst) Opportunity
Division of Translational Research
National Institute of Mental Health
National Institutes of Health
Department of Health and Human Services**

The National Institutes of Health (NIH), part of the U.S. Department of Health and Human Services (HHS), is the largest biomedical research agency in the world. NIH's mission is to seek fundamental knowledge about the nature and behavior of living systems and the application of that knowledge to enhance health, lengthen life, and reduce illness and disability. Its 27 Institutes and Centers employ approximately 18,000 employees doing a vast array of jobs, all supporting efforts for a healthy nation. The National Institute of Mental Health (NIMH) provides national leadership dedicated to understanding, treating, and preventing mental illnesses through basic research on the brain and behavior, and through clinical, epidemiological, and services research. The NIMH Division of Translational Research (DTR) directs, plans, and supports programs of research that translate knowledge from basic science to discover the etiology, pathophysiology, and trajectory of mental disorders and develop effective interventions for children and adults.

The Division is looking for a motivated individual to serve as a Program Analyst at its Rockville, MD site. The Program Analyst will be expected to perform sophisticated analysis of scientific and/or administrative factors affecting DTR's research program, and to define problems, analyze alternatives, and recommend solutions to complex problems affecting the conduct of research programs. The incumbent will assist the NIMH DTR Office of the Director to prepare for meetings and funding decisions and to prepare timely responses to requests for information from senior Institute officials and members of the extramural community. The Program Analyst is also expected to interact and collaborate with program staff (e.g., program analysts, program officers) at NIMH, NIH, and other federal agencies, and to participate in NIH and NIMH scientific committees, teams, and working groups.

This position requires working both independently and collaboratively. Strong organizational, oral, written, and communication skills are also required. Salary will be commensurate with the experience of the candidate. A full package of federal Civil Service benefits is available, including retirement, health and life insurance, long-term care insurance, leave, and the Thrift Savings Plan (401K equivalent). The successful candidate is subject to a background investigation and public financial disclosure requirements.

For medical and scientific specialties, qualification requirements, evaluation criteria, and application instructions, please view the vacancy announcement at <https://jobs.nih.gov/globalrecruitment/>.

Interested candidates should send a letter of interest, including a curriculum vitae, to NIMHsearch@mail.nih.gov.

The NIH encourages the application and nomination of qualified women, minorities, and individuals with disabilities. HHS and NIH are Equal Opportunity Employers.