



Seconded Program Officer, Overdose Prevention and Response Coordination
Pennsylvania Department of Health

Vital Strategies

Vital Strategies, headquartered in New York City, is an international public health organization. Our programs strengthen public health systems and address the world's leading causes of illness, injury and death. We currently work in 73 countries, supporting data-driven decision making in government, advancing evidence-based public health policies and mounting strategic communication campaigns. Vital Strategies' priorities are driven by the greatest potential to improve and save lives. They include non-communicable disease prevention, cardiovascular health promotion, tobacco control, road safety, obesity prevention, epidemic prevention, environmental health, vital statistics systems building and Multi-drug resistant tuberculosis treatment research. Our programs are concentrated in low- and middle-income countries and cities in Africa, Latin America, Asia and the Pacific. Please visit our website at www.vitalstrategies.org to find out more about our work.

The Position

Vital Strategies is seeking qualified candidates for the position of Program Officer – Overdose Prevention and Response Coordination, seconded to the Pennsylvania Department of Health (DOH) located in Harrisburg, PA. The DOH plays a critical leadership role in the Opioid Operational Command Center. The Program Officer will assist the DOH with various functions related to the Command Center, including research and presentations, project management, and coordination with relevant stakeholders.

Specific Duties

The Seconded shall conduct work as if the Seconded were a full-time employee of the Pennsylvania Department of Health and shall have the following duties:

- Assist DOH with Command Center meetings and related activities, including coordination with other participating agencies and stakeholders
- Support DOH leadership in the Command Center efforts as directed, including preparation of research and presentations, and project coordination and management.
- Support Opioid Command Center data collection, analysis, sharing and reporting
- Contribute to other projects as assigned

Qualities and Qualifications

- 3+ years professional and/or work experience in public policy and/or health and human services, preferably in Pennsylvania
- Graduate or undergraduate degree in political science, public health, public policy, social work, or related field.
- Excellent oral and written communication skills
- Strong interpersonal skills, with demonstrated ability to maintain partnerships with internal and external stakeholders
- Familiarity with substance use/overdose/opioids policy, including related criminal justice issues, preferred



How to Apply

[Please click here to apply.](#) Closing date for applications is **July 1, 2019**. Only shortlisted candidates will be contacted.

Vital Strategies offers competitive compensation for full-time employees and pro-rata for part-time employees based on prior experience and qualifications as well as comprehensive benefits in order to best support our people. Benefits we offer include: health, dental and vision insurance where Vital Strategies pays generously towards the cost of these benefits for employees and their families/domestic partners; 15 paid vacation days (rising to 20 paid vacation days from fourth year of service and 25 from seventh year onwards), 13 paid federal holidays and paid days off between the Christmas and New Year's holidays; paid sick days; retirement savings plan; commuter benefits; and basic life and personal accident insurance.