



USAID Compliance Review Consultancy

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.

The Research Division of Vital Strategies is the principal recipient under a multi-year agreement with the United States Agency for International Development (USAID) for TREAT TB (Technology, Research, Education and Technical Assistance for TB). The initiative seeks to contribute to new knowledge through field evaluations of diagnostic tools, clinical trials of priority research questions, and targeted operational research benefiting global, regional, and country TB control efforts. As part of its USAID-funded activities, the Division is currently implementing the STREAM clinical trial. The STREAM clinical trial is the first large-scale, multi-country clinical trial to examine shortened regimens for MDR-TB. It began recruiting participants in 2012 and is currently enrolling at clinical sites in Georgia, Moldova, Mongolia, Ethiopia, S. Africa, Uganda and India.

Please visit the TREAT TB website at www.treattb.org and the Vital Strategies website at www.vitalstrategies.org to learn more about our work.

Background

The Research Division is seeking a consultant to assist with the development and implementation of an internal review of the Division's policies, procedures and practices with respect to compliance with non-financial USAID grant and regulatory obligations. Applicants who respond to this announcement will be short-listed by Vital Strategies, and short-listed consultant candidates will then be invited to respond to a Request for Proposals (RFP) giving more details regarding their proposed approach to the assignment. Candidates may be individuals and/or legal entities.

Scope of work

The consultant will develop and implement a comprehensive review and assessment of the Division's compliance with non-financial USAID grant and regulatory obligations. The consultancy is expected to encompass a review of the Division's policies, standard operating procedures and practices, as they relate to ongoing USAID grant-funded activities. Working closely with Division Counsel, Senior Finance Officer and Deputy Director, all based in NYC, the consultant will lead development of the compliance assessment methodology and work plan, conduct the assessment, analyse the assessment findings and produce prioritized written recommendations for improvements in the Division's compliance program, where needed. The project is anticipated to take 4-6 weeks from commencement to completion.



Qualifications and experience

- Master's degree (or higher); Juris Doctor with admission to a state Bar a plus, but not required
- 10+ years of experience as a compliance officer or similar, with increasing responsibility for compliance program development and maintenance and a substantial track-record leading and conducting compliance program assessments; preferably with a healthcare-related organization that undertakes research funded by government grants
- Substantial experience advising on USAID grant compliance, including Uniform Guidance and USAID Standard Provisions
- Based in the United States, preferably the East Coast

How to apply

Please send your CV and a cover letter to hr@vitalstrategies no later than close of business Friday, July 19, 2019.

Only short-listed candidates will be invited to respond to a Request for Proposals (RFP).