Deputy Director
COVID-19 US Contact Tracing Acceleration Initiative

Vital Strategies is a US-based international public health organization working in more than 70 countries to address important and challenging health issues. We develop and oversee programs to strengthen public health systems and address leading causes of morbidity and mortality, providing expertise in project implementation and management, strategic communications, epidemiology and surveillance, and other core public health capacities.

Resolve to Save Lives is a global health initiative of Vital Strategies that since 2017 has been working closely with governments, the World Health Organization, the World Bank, academic and other partners in a number of countries to strengthen national capacity to prevent, detect and respond to epidemic threats. For more information about our Prevent Epidemics initiative, visit: https://www.resolvetosavelives.org/ and https://preventepidemics.org/

Vital Strategies has formed a COVID-19 Incident Management System to control and mitigate the spread of the novel coronavirus in vulnerable low- and middle-income countries and the United States. A significant area of focus for our work in the US is accelerating and strengthening the technical and operational capacity of local public health departments to carry out impactful contact tracing to reduce the spread of infection and allow for the safe reopening of society as soon as possible.

The Role
We are seeking a Deputy Director for our US-based Contact Tracing Acceleration Initiative. The Deputy Director will oversee technical support provision and strategic grants support for operationalizing high-quality contact tracing. S/he will manage a team of five Senior Technical Advisors responsible for delivering technical mentorship and guidance for the implementation of large-scale contact tracing in New York State, New York City and three pilot jurisdictions (Suffolk County, NY; Westchester County, NY; and Philadelphia, PA). The Deputy Director will report to the Director of the Contact Tracing Acceleration Initiative.

Main responsibilities:

- Oversee provision of technical and advisory support for contact tracing in pilot jurisdictions
- Supervise six senior technical advisors who will work closely with local jurisdictions on contact tracing
- Oversee sub-grants for pilot jurisdictions
- Collaborate with local stakeholders on the planning and design of specific technical interventions in each location
- Coordinate with Vital Strategies COVID-19 digital product design team for deployment and delivery in jurisdictions
- Lead stakeholder meetings and deliver presentations, as needed
- Ensure data collection and evaluation tools are implemented with fidelity and consistency
• Manage program reporting and related needs
• Participate in partner meetings
• Represent the Director, as required
• Perform other duties, as assigned

**Competencies:**

• 10 years progressive public health experience
• Master’s degree in public health or related field and / or other graduate degree
• Government experience, strongly preferred
• Experience with planning and implementing large-scale public health programs
• Experience with contact tracing or related program, strongly preferred
• Ability to work in a fast-paced environment with multiple stakeholders
• Excellent judgement, with the ability to make quick analytical choices
• Ability to work collaboratively

**Duration:** Six months, with the possibility of renewal. Starting immediately.

**Level of Effort:** Full-time, fixed term employment.

**Location:** Remote initially; preferably based in NYC area.

**To Apply:** Please submit a resume and cover letter including your consulting fee expectations to: opportunities@resolvetosavelives.org. Given the urgent nature of responding to COVID-19, we will review applications as they come in and move quickly to selection, ideally by 15 May. Therefore, we urge applicants to submit their materials as soon as possible. Unfortunately, only shortlisted candidates will be contacted.