Senior Technical Advisor
COVID-19 US Contact Tracing Acceleration Initiative
6 Months, Full-time Consultancy

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 five Senior Technical Advisors to provide technical guidance and support to contact tracing strengthening efforts in New York State, New York City and three pilot jurisdictions in the US (Suffolk County, NY; Westchester County, NY; and Philadelphia, PA). Under the supervision of the Contract Tracing Initiative’s Deputy Director and in collaboration with other technical staff, the Senior Technical Advisors will be responsible for ensuring technical and operational rigor in the planning and scaled execution of contact tracing efforts in their respective locales.

Main responsibilities:

- Provide technical advice, guidance and support for the implementation of scaled contact tracing in a jurisdiction
- Help the jurisdiction to identify solutions to implementation challenges
- Represent the Initiative to stakeholders in the jurisdiction
- Build close working relationships with key stakeholders within the jurisdiction
- Manage at least one sub-grant to the jurisdiction
- Assist jurisdiction with identifying and hiring local management team
- Ensure high-quality training of local management and contact tracing team, as needed
- Ensure data collection and evaluation tools are implemented with fidelity and consistency
• Contribute to program reporting and related documentation needs for assigned jurisdiction
• Participate in stakeholder meetings and deliver presentations, as needed
• Other duties, as assigned

**Required competencies and qualifications:**

• Master’s degree or higher in public health or related field, with 7 or more years of relevant work experience in public health practice
• Experience planning and working in large-scale public health programs (contact tracing or related program a big plus)
• Demonstrated experience working collaboratively, fostering and maintaining partnerships across institutions or sectors
• Proven analytical skills
• Clear, effective and highly efficient writing skills
• Exceptional organizational and project management skills
• Demonstrated ability to work under pressure and deliver against tight deadlines
• Well-developed interpersonal communication skills for harmonious teamwork
• Understanding of health policy and regulatory issues concerning public health
• Excellent computer skills with experience in all Microsoft Office programs
• Ability to thrive in a fast-paced, high pressure environment with multiple stakeholders

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

**Level of Effort:** Full-time

**Location:** Remote initially; preferably based in assigned geographical 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.