

Job Title: Program Analyst – Training Specialist (DRDA GS-13)

Grade: GS-0343-13

Area of Consideration: All Sources

Type of Appointment: Excepted Service (Time Limit) Appointment

Length of Appointment: Up to 5 years

Opening Date of Announcement: 01/18/2012

Closing Date of Announcement: 02/17/2012

You must be a U.S. citizen to apply for this position and be able to obtain and maintain a secret security clearance for this assignment. This is an Excepted Service, Schedule B appointment not to exceed 5 years.

The individual selected for this position will be administratively assigned to the Post Conflict and Disaster Assistance Branch of the Development Resources and Disaster Assistance Division, Office of Capacity Building and Development, Foreign Agricultural Service, U.S. Department of Agriculture (FAS/OCBD/DRDA/PCDA) but will be located in and work directly with the U.S. Agency for International Development, Bureau for Economic Growth Agriculture and Trade Programs, Office of Gender Equality and Women's Empowerment (EGAT/GenDev).

The USAID EGAT Bureau, GenDev Office provides technical assistance to Washington-based bureaus and USAID Missions overseas. GenDev works to advance four objectives that support USAID's gender equality and women's empowerment goal. These are to strengthen and increase: a) gender integration across all USAID programs and activities; b) women's and girls' participation; c) women's and girls' protection; and d) women's and girls' empowerment. The incumbent of this position is responsible for promoting integrated training programs for USAID Mission staff, Development Leadership Initiative staff, USAID Washington staff, and implementing partners that design, plan, implement, and monitor development and humanitarian assistance programs. The incumbent will contribute to planning, development, implementation and evaluation of GenDev's training activities. She/he will develop training materials and tools to better integrate gender, advance gender equality, and women's empowerment for development practitioners responsible for capacity-building of host-country institutions. The incumbent will lead the development and implementation of a strategic training agenda to ensure women more fully participate in and benefit from USAID economic and agricultural growth assistance. In addition to training responsibilities, the incumbent will be assigned to carry out different capacities in the field support and knowledge dissemination functions of the office related to gender training.

Basic Qualification Requirements:

Must have 1 year of specialized experience equivalent to the GS-12 level in the federal service that has equipped you with the particular knowledge, skills and abilities to perform successfully the duties of this position and that is typically in or related to the work of the position to be filled.

To Apply: Send a cover letter, current resume, and a supplemental statement that directly and separately describes your abilities in each of the below listed required skills to:

FAS-SCHB-APPLIC@wdc.usda.gov with the **Subject: (OCBD-12-093)**

Required Skills:

- **Familiarity with USAID policies** on gender integration and the Agency's strategic

planning, project design, and evaluation practices.

- **Knowledge of gender issues across multiple international development** sectors such as agriculture, food security, health, education, civic participation, and natural resource management.
- Demonstrated ability to **assess staff training needs** and **design training courses** (classroom and/or online) for international development professionals and/or foreign government partners to develop skills to integrate gender into strategies, programs, and projects, using an appreciative inquiry approach and adult-learning techniques.
- Demonstrated ability to **effectively train** audiences of highly diverse international development practitioners in gender integration.
- Experience **adapting gender integration trainings** to meet the specific needs of country strategic planning, sector-specific requirements, and levels of participant experience.
- Experience **working collaboratively with multi-generational, highly diverse** international development professionals and across divisions/offices to develop a training curriculum that meets a variety of organizational needs and objectives.
- Demonstrated excellence in **verbal and written communication** (including e-mail etiquette and ability to craft succinct, pointed documents).

***Finalists contacted for interviews will be requested to provide a 10-15 minute demonstration of their gender integration training skills.**

NOTE: Attachments should be limited to a total of 5 MB or less, as e-mails with large attachments may be blocked by the USDA e-mail firewall.

NOTE: Applications that do not include a supplemental statement addressing individually each of the required skills may not be considered.

Direct all inquiries to: David White

Branch: USDA/FAS/OCBD/DRDA/PCDA

Email Address: David.White@fas.usda.gov

Telephone: (202) 720-8694

***NOTE* A career status employee that is outside of FAS that accepts this position will be appointed to a Schedule B, Excepted Service time limited appointment. This appointment does not offer re-employment rights back to career status within FAS, as described in CFR, Chapter 352. The employee may seek re-employment rights from their losing agency prior to accepting this Schedule B appointment. Please note that agencies are not required to grant re-employment rights.**