

Advanced Research Projects Agency for Health

Overview:

ARPA-H (the Advanced Research Project Agency for Health) is seeking highly qualified candidates to build out our executive leadership team. ARPA-H is a new agency established with the mission of creating breakthrough solutions to America's most challenging health-related problems. ARPA-H will support high-uncertainty, high-reward programs to solve hard challenges using programmatic approaches that other agencies cannot or do not use. With a scope spanning the molecular to the societal, ARPA-H programs have the potential to radically improve everyone's health. Our streamlined awards process enables us to act quickly and catalyze cutting-edge biomedical and health research. ARPA-H will create an environment to support the best ideas from Program Managers that will bring together dynamic teams to solve the toughest health challenges. Our rigorous program design, competitive project selection process, and active program management ensure thoughtful and impactful expenditures. ARPA-H Program Managers serve for limited terms to ensure a constant infusion of fresh thinking and new perspectives. More information on ARPA-H can be found here: <https://arpa-h.gov/>

Chief Information Officer (CIO)

Description:

The CIO serves as the authoritative resource and primary advisor to the Director of ARPA-H with responsibility for ARPA-H-wide information and IT plans, policies, direction, and oversight; provides oversight of the ARPA-H cybersecurity program; assures ARPA-H compliance with Federal laws, regulations, policies, and guidance; and oversees the activities of the Office. The Chief Information Office staff include senior IT specialists in multiple defined specialty areas assigned to both the CIO workspace and embedded in the Mission Offices who address how IT can best support state-of-the-art research initiatives. ARPA-H provides 24/7 IT support directly to Mission Offices and all ARPA-H offices through dedicated cadres of help desk staff.

The CIO serves as the definitive IT resource to senior ARPA-H leadership in all direct research and support offices. IT technical guidance is provided to Program Managers, scientists, engineers, health experts, and data analysts monitoring multiple research projects undertaking primary research focused on emerging areas of health science or research of high value that has proved particularly difficult to undertake in the past.

CIO staff will research emerging hardware technology and software applications to expeditiously integrate the latest technology into research proposals and operations. The CIO has open access to IT experts and researchers throughout the Federal government, academia, commercial laboratories, nonprofits, and potentially foreign researchers and governments. The ARPA-H Director reports to the Director of HHS whose office may provide suggestions for upgrading ARPA-H IT capabilities but delegates final technical decisions to the Director of ARPA-H. Interaction with the NIH Chief Information Officer and staff is largely limited to coordinating software/hardware updates and information security issues related to



administrative operations impacting all NIH Offices or monitoring transfer of technology or funds supporting these operations.

The Office of Operations leads all aspects of internal business operations, including ongoing management of the agency's financial and budget activities, human capital, IT systems and services, contracting, and other business operational activities. The Office oversees the creation of relevant business operations Standard Operating Procedures (SOPs), develops tracking and reporting processes and tools, provides high-level input to inform legal and financial risk, and develops information flows. The Office serves as the primary liaison to technical staff, including program managers and their teams, and the Director's Advisory Staff to ensure consistent and effective coordination and communication. This is a term-limited position with an initial term of four (4) years, which may be extended for one additional term.

Educational Qualifications and Requirements:

- A bachelor's or master's degree (preferred) in a relevant field such as computer science, information technology, or business administration is typically required for CIO positions.
- 10 to 15 years relevant work experience in information technology and management, preferably in a health-related or technology start-up organization.
- Strong knowledge and understanding of technology trends, IT infrastructure, software development, data management, and cybersecurity are essential.
- Demonstrated understanding of business operations and strategic planning to align technology initiatives with organizational goals.
- Leadership and management skills are critical, including the ability to lead cross-functional teams, manage budgets, and communicate effectively with stakeholders at all levels.
- Continuous learning and staying updated with industry advancements are essential for CIOs, as technology evolves rapidly. Participation in professional development programs, industry conferences, and workshops is recommended.
- Professional certifications can enhance a CIO's credentials, such as Certified Information Systems Manager (CISM), Certified Information Systems Security Professional (CISSP), Project Management Professional (PMP), or ITIL (Information Technology Infrastructure Library) certifications.
- Strong analytical and problem-solving skills are valuable for evaluating technology solutions and making strategic decisions.
- Effective communication and interpersonal skills are crucial for collaborating with other executives, building relationships with vendors, and advocating for technology investments within the organization.

Apply at CAREERS@ARPA-H.GOV Please include subject line: CIO Application

At ARPA-H, our customer is the American public, and we seek to build a mission-driven workforce that is as diverse as our customer base. We are building a culture that creates a space for visionary innovators in science, health, and in building a best-in-class ARPA organization. For this position, ARPA-H is able to use special hiring authorities that are legislatively granted that allow for a streamlined hiring and onboarding process.



Values Statement: ARPA-H is dedicated to fostering a workforce that reflects the rich diversity of America. Our goal is to deliver groundbreaking health solutions that benefit all Americans, and we know the best path to reach everyone is to include everyone.

Benefits: The CIO will be hired at an industry-competitive salary commensurate with the selectee's qualifications and experience and ARPA-H salary guidelines. Full Federal benefits will be provided, including retirement, health and life insurance, leave, and savings plan (401(k) equivalent). Relocation and other incentives may be available.

Equal Employment Opportunity: Selection for this position will be based solely on merit, with no discrimination for non-merit reasons such as race, color, religion, gender, sexual orientation, national origin, political affiliation, marital status, disability, age, or membership or non-membership in an employee organization. ARPA-H encourages the application and nomination of qualified women, minorities, and individuals with disabilities.

Standards of Conduct/Financial Disclosure: ARPA-H inspires public confidence in our work by maintaining high ethical principles. ARPA-H employees are subject to Federal government-wide regulations and statutes as well as agency-specific regulations described on the NIH Ethics website. We encourage you to review this information. The position requires the incumbent to complete a public financial disclosure report prior to the effective date of the appointment.

Foreign Education: Applicants who have completed part or all of their education outside of the U.S. must have their foreign education evaluated by an accredited organization to ensure that the foreign education is equivalent to education received in accredited educational institutions in the United States. We will only accept the completed foreign education evaluation. For more information on foreign education verification, visit the <https://www.naces.org> website. Verification must be received prior to the effective date of the appointment.

Reasonable Accommodation: ARPA-H provides reasonable accommodations to applicants with disabilities. If you require reasonable accommodation during any part of the application and hiring process, please notify us. The decision on granting reasonable accommodation will be made on a case-by-case basis.