



# The ARPA-H Program Manager

## OPPORTUNITY OVERVIEW

*Are you an innovative leader in your field with bold ideas for health that could improve the lives of people across the country? We're looking for exceptional experts who can drive solutions for the nation's most pressing health-related problems.*

The Advanced Research Projects Agency for Health (ARPA-H) is actively seeking Program Managers (PMs) to drive innovative solutions to the nation's most pressing health-related problems. PMs are more than leaders — they are mission-driven visionaries in multidisciplinary fields such as biomedical sciences, computational technologies, engineering, medicine, or behavioral sciences — among many others. These PMs will be responsible for not merely addressing but fundamentally reshaping the nation's most formidable health care challenges. They will bring novel, groundbreaking solutions to longstanding problems and translate these ambitious visions into actionable ARPA-H [programs](#).

At ARPA-H, problem-solving is not about playing it safe: We are advancing bold, revolutionary strategies to improve health outcomes, calculated risks guided by meticulous planning, measurable objectives, and

strategic decision-making. PMs will enlist innovative teams (known as ARPA-H awardees or performers), cultivate imaginative strategies, and steer these collective efforts towards breaking new ground in health. ARPA-H is a disease-agnostic agency, seeking solutions to health conditions across the spectrum and building tools that could improve outcomes across many disease areas.

This PM role goes beyond making incremental adjustments to the healthcare landscape. Instead, it is about fueling seismic shifts that improve health outcomes, broaden access, and render advanced health interventions more economically viable. For those looking to leave a revolutionary impact in the health care sphere, this unique role offers an extraordinary opportunity to catalyze transformational changes that benefit society at large.

**Term:** This is a term-limited federal position. ARPA-H PMs will have an initial term of three years, which may be renewed for up to an additional three years. The PM will start multiple programs during their tenure, and most programs will span 3-5 years.



## PROGRAM DEVELOPMENT

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**Innovation and Vision:** PMs lead the conceptualization and development of programs focused on monumental biomedical advances, technological innovations, and industry-altering paradigm shifts.

**Program Design:** After pinpointing an area of challenge and outlining a revolutionary approach, PMs draft funding solicitations and engage with potential participants and stakeholders.

**Proposal Evaluation:** Funding solicitations provide the gateway into the PM's program idea, and interested performers respond by submitting such a proposal. PMs review and evaluate proposals to create a risk-balanced portfolio that meets the program's criteria.

**Team Leadership:** PMs lead and direct a team of Scientific & Engineering Technical Advisors (SETAs) to ensure that ARPA-H's program performers meet and exceed objectives.

**Resource Access:** PMs benefit from ARPA-H's on-the-job training, market intelligence, systems support, and contract management resources.

**Collaboration:** PMs forge partnerships across private and public sectors, including government agencies and nonprofit organizations, to facilitate the commercialization and real-world application of program results.

**Community Engagement:** PMs regularly interface with health care communities to understand nuances and intricacies, identify unmet needs, and determine avenues for actionable advancements.

## POSITION REQUIREMENTS

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- U.S. citizenship is required for employment as a PM. Permanent residents of the U.S. or green card holders are not eligible. Dual citizens are considered on a case-by-case basis.
- The ARPA-H Program Manager is an expert in their problem area/field. As such, advanced degrees (e.g., PhD, MD, etc.) are preferred but not mandatory; a bachelor's degree is the minimum requirement. Note that Project Management certification is not a prerequisite for being an ARPA-H PM.
- Candidates must clear and maintain a Public Trust-level clearance for the duration of their term. A security clearance beyond this level is not required.
- Candidates must clear an ethics and financial background investigation for employment.
- Conflict of interest will be assessed before extending an offer.

*For additional information, please reference the [Frequently Asked Questions page](#).*



## ADDITIONAL DESIRED PM QUALITIES

**Diversity and Expertise:** PM candidates will represent a diversity of ideas, locations, backgrounds, and expertise. Although PMs must be experts in a field, the field does not necessarily have to be in a certain biomedical discipline. Since the mission of ARPA-H is to transform improved health outcomes for everyone, candidates from all walks of life are encouraged to apply, including people from historically underserved communities.

**Core Qualities:** A PM must have a vision and passion for solving seemingly intractable problems that limit people's health potential. A strong PM will possess the following qualities: state-of-the-art understanding of the problem area, new insights of opportunities for solving this issue, outstanding team-building and management skills, resilience in the face of failure, unwavering curiosity, independence of thought, strong communication skills, and humility.

**Technical and Programmatic Skillset:** PMs will possess an uncommon combination of technical insights, programmatic vision, and professional abilities to build and manage multidisciplinary teams of experts in a way that moves ARPA-H performers toward a common goal, while leveraging world-class expertise to forge novel, creative, and dynamic paths toward the destination of better health care for everyone.

**High-Impact Investments:** PMs will make big, calculated efforts on potentially game-changing health science and technology investments through development of their programs and overseeing the work of ARPA-H performers.

**Accountability:** The PM role involves ensuring that rigor and accountability exists across programmatic investments to increase the odds that successful concepts from performers' efforts will empower key players and stakeholders with accessible solutions to advance and improve health for all.

**Team Management:** PMs may have experience with coaching large, multidisciplinary research teams through obstacles to enable completion of objectives. They should be prepared to define and recognize progress, success, and occasional failure in programs then guide performers accordingly.

**Hiring Authority:** At ARPA-H, our customer is the American public, and we seek to build a mission-driven workforce as representative 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 has been authorized a special hiring authority that allows for more flexibility around hiring timelines and pay-setting.

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

**Reasonable Accommodation:** ARPA-H provide a reasonable accommodation 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.

**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 U.S. We will only accept the completed foreign education evaluation. For more information on foreign education verification, visit <https://www.naces.org>. Verification must be received prior to the effective date of the appointment.