



ARPA-H JOB ANNOUNCEMENT

ARPA-H Overview:

The Advanced Research Projects Agency for Health (ARPA-H) is building an exceptional executive leadership team to tackle America's most daunting health challenges. We're not your typical government agency—we exist to fund the bold, high-risk ideas that could transform health outcomes for everyone, from the molecular level to entire communities. While other agencies play it safe, we embrace uncertainty and back visionary Program Managers who aren't afraid to fail in pursuit of breakthroughs that could change millions of lives.

Speed and agility define how we work. Our streamlined awards process cuts through bureaucratic red tape, enabling us to move at the pace of innovation rather than the pace of government. We attract the sharpest minds, empower them with resources and autonomy, and create an environment where audacious thinking thrives. Through rigorous program design, competitive selection, and hands-on management, we ensure every dollar drives maximum impact. And by bringing in Program Managers for limited terms, we guarantee a constant flow of fresh perspectives and cutting-edge expertise.

If you're energized by impossible problems and believe the next healthcare revolution is waiting to be unleashed, ARPA-H is where you belong. More information on ARPA-H can be found here: <https://arpa-h.gov/>.

Interested candidates should submit their CVs to careers@arpa-h.gov for consideration.

Position: Business Innovation Division (BID) Director

The Director of the Business Innovation Division (BID) is ARPA-H's highest authority on all matters related to acquisitions, contracting, and procurement — a strategic executive who doesn't just oversee the mechanics of how the agency spends its resources, but shapes the policies and frameworks that enable ARPA-H to move with speed, integrity, and impact.

Set the Standard for Acquisition Excellence: The Director holds “Head of Contracting” authority for ARPA-H and is recognized as the agency's foremost technical expert across all acquisition and grants functions. This means:

- Leading the development, issuance, and continuous evaluation of ARPA-H's acquisition and contract policies, procedures, and operating instructions.
- Driving agency-wide analysis and improvement of acquisition activities through subordinate supervisors and team leaders.

- Ensuring all delegated acquisition authorities, systems, and processes remain in full compliance with HHS policies, legal and regulatory requirements, and sound business management principles.

Protect the Agency's Interests: The Director serves as ARPA-H's principal decision-maker on bid protests and contract claims against the Government — a role that demands both legal acuity and executive confidence. Working in close consultation with HHS as required, the Director ensures the agency's contracting posture is defensible, strategic, and mission-aligned.

Lead Across the Federal Landscape Beyond ARPA-H's walls, the Director serves as the agency's central point of contact with other federal agencies on all acquisition and contract matters — building the interagency relationships and credibility that allow ARPA-H to operate at the frontier of government innovation.

Educational Qualifications and Requirements:

- Bachelor's degree in business administration, public administration, law, finance, or a related field is required. Advanced degree (J.D., M.B.A., M.P.A., or equivalent) strongly preferred.
- A minimum of 10 years of progressively responsible experience in federal acquisitions, contracting, or procurement, with at least 3 years in a senior leadership or executive capacity overseeing acquisition operations at the agency or department level.
- Demonstrated knowledge of Other Transaction (OT) authority, including its appropriate application across a range of research, prototype, and production agreements.
- Experience structuring and negotiating OT agreements with non-traditional and traditional contractors, academic institutions, and other performing entities.
- Familiarity with the unique compliance and oversight considerations associated with OT use in a federal research or health-focused agency.
- Extensive experience in and comprehensive knowledge of Federal contracting and acquisition laws, policies, regulations, principles, and procedures of a Federal entity or the organizational equivalent within industry.
- Demonstrated experience in directing and leading procurement operations and providing strategic enterprise leadership; including formulating objectives and priorities, enhancing organizational effectiveness and efficiency, utilizing other transaction authority to acquire services and supplies, and implementing plans to meet the acquisition requirements of a Federal entity or the organizational equivalent within industry.
- Highly skilled at negotiating and communicating high-level decisions to senior staff, executive level appointees within a Federal entity or the organizational equivalent within industry, and other high-level Executive officials.



- Senior-level experience which demonstrates a commitment to building and managing strong working relationships that advance diversity, equity, inclusion, and accessibility.