

15. QUALIFICATIONS REQUIRED FOR EFFECTIVE PERFORMANCE

- a. **Education:** Doctor in Veterinary Medicine with Masters Degree in one of the Veterinary Sciences and formal training in Epidemiology (minimum 200 hours) is required.
- b. **Prior Work Experience:** Ten years of veterinary experience with seven to ten years of experience working in screwworm eradication, prevention and control is required. Five to seven years of management and five to seven years of supervisory experience in the veterinary field is also required. Experience desired in veterinary field surveillance, animal movement control, and epidemiological analysis. Laboratory and emergency planning experience is advantageous.
- c. **Post Entry Training:** Based on future needs.
- d. **Language Proficiency:** Level II (Limited) speaking/writing/reading English language is required. Level IV (Fluent) speaking/writing/reading Spanish language is required.
- e. **Job Knowledge:** Must have expert professional knowledge in the field of veterinary medicine and project management. Extensive knowledge of the principles is required for the coordination of field surveillance and educational activities, animal movement control and analysis, epidemiological analysis and be development of emergency response planning and coordination.
- f. **Skills and Abilities:** Communication, leadership, and supervisory skills are required. Ability to write technical reports is required. Must be able to prepare and make oral presentations. Ability to make and develop important contacts with high-level government officials, industry leaders, and international contacts in order to facilitate Program objectives and carry out assigned responsibilities is required. Must have demonstrated leadership and communication skills.
- g. **Computer skills:** Wide knowledge of basic computer software (Microsoft Word, Excel, Power Point) is required. Knowledge of GIS software (ArcView, ArcMap, ArcNav or equivalent) is required. Knowledge of electronic mailing system (i.e. Lotus notes, outlook, yahoo) and ability to conduct online research is required.

16. POSITION ELEMENTS

- a. **Supervision Received:** Reports to the **Technical Director (USDA)** on a routine basis. The selected candidate will work independently, and create his or her own work plans and priorities based on the needs of the Program.
- b. **Supervision Exercised:** Coordination and supervision of approximately 150 staff, including management responsibility for the Epidemiology Department. Coordination with various other areas including screwworm production and quality control.
- c. **Available Guidelines:** U.S. and Panamanian government laws, directives, USDA protocols, including U.S. and Panamanian engineering, biological security and environmental codes.
- d. **Exercise of Judgment:** Exercises a high degree of professional judgment. Provides expert advice to supervisor on technical and policy issues regarding program activities through the Region and within Panama.
- e. **Authority to Make Commitments:** Limited to the general and specific instructions and guidelines established by the USDA/APHIS Regional office and COPEG.
- f. **Nature, Level, and Purpose of Contacts:** Continually develops and maintains high level contacts with US and Panamanian government officials, professional associations, nongovernmental agencies, veterinarians, and international experts in the field of veterinary medicine in order to accomplish the objectives of the Regional and COPEG programs.
- g. **Time Expected to Reach Full Performance Level:** one year

14. MAJOR DUTIES AND RESPONSIBILITIES continues.....

A. Management

60%

Prepares the annual operating budget for the Technical Direction. This budget covers veterinary field surveillance, animal inspection, public education, public relations, and dispersal center. The annual budget for the Direction in the prevention phase of the Screwworm Program will be approximately \$5 million dollars.

Sets objectives and operation parameters of projects; defines deadlines and schedules of implementation; requests, negotiates and allocates resources; prepares technical reports on the progress of projects and make oral presentations for USDA/APHIS Regional office, COPEG, and United States and Panamanian government officials.

Provides leadership, organization, guidance, and motivation to all participating members of the project. Coordinates work of departments within Technical Direction. Develops and maintains working relations with government officials, veterinary experts, and international experts and stakeholders to facilitate continued disease prevention and control as well as emergency preparedness. Serves as US APHIS representative for COPEG at stakeholder and veterinary events.

B. Epidemiology

30%

A highly responsible task that affects the animal and human health of Panama and other countries and the international recognition of Panama's free status of Foot and Mouth Disease, Screwworm and other exotic animal diseases, the incumbent:

As a specialist in epidemiology, provides leadership within the epidemiology department and provides technical analysis of data regarding disease status and disease surveillance, and disease prevention at regional and national levels. Works with Panamanian and international agencies. Conducts and coordinates risk analysis to advise on program policy decisions, with a goal of reducing unnecessary costs.

Participates in evaluation on biosecurity protocols and biosecurity compliance at the Regional Vesicular Diseases Diagnostic Laboratories in Latin America.

Prepares technical reports and/or presentations for United States, Panamanian and other foreign government officials, international agencies and nongovernmental organizations, veterinary and stakeholder groups.

C. Policy Advise

10%

Provide expert advice to the USDA/APHIS Regional office on technical and policy issues regarding program activities throughout the Region and within Panama.