

Organizational Development



EnCompass LLC
Washington, DC

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Full-time

Job highlights

Identified by Google from the original job post

Qualifications

- Candidates must be legally authorized to work in the US for any employer without sponsorship
- Master's degree and 4 years, Bachelor's and 6 years, Associate's and 8 years, or High School and 10 years of professional experience
- Degree in leadership, management, organizational development, public health, international affairs, international development, or a related field
- Extensive experience designing and facilitating effective organizational development interventions employing foundational and cutting-edge approaches to meet the needs of the client group
- Demonstrated knowledge in the field of organizational development, including state-of-the-art diagnostic and dialogic methodologies

Responsibilities

- The Organizational Development Specialist leads and collaborates on the design, delivery, and evaluation of organizational development interventions for United States Agency for International Development (USAID) health sector staff
- Organizational development (OD) interventions will primarily fall under the Organizational Development task of Workforce Development
- The purpose of Workforce Development is to strengthen USAID health sector staff capacity to lead and manage health programs by providing resources, sharing knowledge, building capacity, and maximizing learning opportunities
- Liaises with client groups to understand organizational development needs
- Contributes to and designs creative and effective organizational development

- Adaptive, collaborative, complexity-oriented, and strengths-based leadership style, including cultivating peer to peer learning so that capabilities are shared across the team
 - An appetite for learning, curiosity, and a willingness to experiment in new ways of working, including sensing, ideating, prototyping, implementing, evaluating, and communicating
 - Exceptional presentation, communication (verbal and written), facilitation, and consensus-building skills
 - Proven ability to understand the needs of an organization and identify creative solutions
 - Committed to providing the highest level of service while challenging the status quo through organizational development interventions
 - Experience with various types of assessment tools including but not limited to 360-degree assessments, StrengthsFinder 2.0, TKI, Leadership Circle, MBTI, DiSC, and Insights Discovery
 - Experience working with international organizations, including the UN System, US Government, NGOs, and the private sector
 - Ability to work sensitively in multi-cultural environments and build effective working relations with clients and colleagues
 - Commitment to and experience integrating diversity, equity, inclusion, belonging, and accessibility
- interventions using customized innovative and evidence-based approaches
- Facilitates workshops and retreats in an engaging, participative, and collaborative manner face-to-face, virtually, and/or hybrid
 - Brings leading-edge thinking, methodologies, and approaches to organizational development interventions, contributing expertise and innovative approaches
 - Manages organizational development projects from design to implementation to evaluation, including scope, budget, timeline, and quality assurance for assigned activities
 - Effectively communicates progress on complex organizational development project deliverables to client, team members, and other stakeholders in a clear and concise manner
 - Engages fully as a member of the EnCompass staff team, including participating in staff meetings and other EnCompass activities
 - Other duties as assigned
 - Ability to confidently engage with staff at all levels to define needs and expectations, collaborate on projects, and communicate results

- Strong planning, organization, strategic thinking, communications, relationship building, project management, and problem-solving skills
 - The ability to obtain and maintain Facility Access
 - U.S. Citizenship or permanent residency required
 - The incumbent must be able to work in a fast-paced environment with demonstrated ability to juggle and prioritize multiple, competing tasks and demands and to seek supervisory assistance as appropriate
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Job description

Position Description

EnCompass LLC is seeking an Organizational Development Specialist to be a member of the Bureau for Global Health, Office of Professional Development and Management Support, Learning and Organizational Development Team (GH/PDMS/LOD) through the Global Health Training, Advisory, and Support Contract (GHTASC). The Organizational Development Specialist leads and collaborates on the design, delivery, and evaluation of organizational development interventions for United States Agency for International Development (USAID) health sector staff.

Organizational development (OD) interventions will primarily fall under the Organizational Development task of Workforce Development. The purpose of Workforce Development is to strengthen USAID health sector staff capacity to lead and manage health programs by providing resources, sharing knowledge, building capacity, and maximizing learning opportunities.

The Organizational Development Specialist primarily designs and facilitates organizational development interventions for Teams, Divisions, Offices, and other operating units within the Bureau for Global Health and USAID health sector staff worldwide. The Organizational Development Specialist is also a skilled facilitator capable of designing/delivering professional development (PD) offerings as needed.

FLSA Status: Exempt

This is a full-time role based in a client site in Washington, DC. This position can be fully remote within the US States where EnCompass is currently registered. Candidates located in the DMV area who can attend onsite activities are encouraged to apply. Candidates must be legally authorized to work in the US for any employer without sponsorship.

Position Duties and Responsibilities

Essential Functions Include

General

- Liaises with client groups to understand organizational development needs
- Contributes to and designs creative and effective organizational development interventions using customized innovative and evidence-based approaches
- Facilitates workshops and retreats in an engaging, participative, and collaborative manner face-to-face, virtually, and/or hybrid
- Brings leading-edge thinking, methodologies, and approaches to organizational development interventions, contributing expertise and innovative approaches
- Manages organizational development projects from design to implementation to evaluation, including scope, budget, timeline, and quality assurance for assigned activities
- Effectively communicates progress on complex organizational development project deliverables to client, team members, and other stakeholders in a clear and concise manner
- Engages fully as a member of the EnCompass staff team, including participating in staff meetings and other EnCompass activities
- Other duties as assigned

Position Requirements

Qualifications

- Master's degree and 4 years, Bachelor's and 6 years, Associate's and 8 years, or High School and 10 years of professional experience
- Degree in leadership, management, organizational development, public health, international affairs, international development, or a related field

Experience And Skills

- Extensive experience designing and facilitating effective organizational development interventions employing foundational and cutting-edge approaches to meet the needs of the client group
- Demonstrated knowledge in the field of organizational development, including state-of-the-art diagnostic and dialogic methodologies
- Adaptive, collaborative, complexity-oriented, and strengths-based leadership style, including cultivating peer to peer learning so that capabilities are shared across the team
- An appetite for learning, curiosity, and a willingness to experiment in new ways of working, including sensing, ideating, prototyping, implementing, evaluating, and communicating
- Exceptional presentation, communication (verbal and written), facilitation, and consensus-building skills
- Proven ability to understand the needs of an organization and identify creative solutions. Committed to providing the highest level of service while challenging the status quo through organizational development interventions
- Ability to confidently engage with staff at all levels to define needs and expectations, collaborate on projects, and communicate results
- Ability to work in an appreciative, strengths-based environment and guide others in working in this type of environment
- Experience with various types of assessment tools including but not limited to 360-degree assessments, StrengthsFinder 2.0, TKI, Leadership Circle, MBTI, DiSC, and Insights Discovery
- Experience working with international organizations, including the UN System, US Government, NGOs, and the private sector
- Ability to work sensitively in multi-cultural environments and build effective working relations with clients and colleagues

- Commitment to and experience integrating diversity, equity, inclusion, belonging, and accessibility
- Strong planning, organization, strategic thinking, communications, relationship building, project management, and problem-solving skills
- Ability to manage time and prioritize tasks, producing quality products and services within tight time constraints
- The ability to obtain and maintain Facility Access
- U.S. Citizenship or permanent residency required
- Experience working or living overseas and ability to travel internationally preferred.
- Fluency in language(s) other than English desirable
- Certificates/certifications in modern organizational development methodologies desirable
- ICF coaching certification highly preferred

This job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

How to Apply

Please submit CV, cover letter, and writing sample and complete the application.

EnCompass LLC is a progressive Equal Opportunity Employer. We promote, celebrate, and support a diverse and inclusive organizational culture and workforce. We are committed to providing all of our employees with an environment free from discrimination and harassment, where all are treated with dignity and respect. We do not tolerate, and explicitly prohibit, discrimination or harassment of any kind, at any time, in all aspects of employment. This includes recruitment, hiring, promotions, disciplinary measures, terminations, compensation, benefits, social and recreational programs, and training. EnCompass also does not tolerate retaliation against individuals who report discrimination or harassment. Our continuing commitment to the principle of Equal Opportunity Employment for all means all employment decisions are based only on the job requirements, the candidate's qualifications, and the needs of EnCompass as a business—not on race, color, ethnicity, national origin, religion, belief, sex (including pregnancy and related medical conditions), gender identity or expression, sexual orientation, age, disability status, veteran status, genetic information, HIV status, family/marital/parental status, or any other status protected by the laws and regulations in the jurisdictions where we work.

For US based positions: The employer will make reasonable accommodations in compliance with the Americans with Disabilities Act of 1990.

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified.

The incumbent must be able to work in a fast-paced environment with demonstrated ability to juggle and prioritize multiple, competing tasks and demands and to seek supervisory assistance as appropriate.

If you require accommodations in line with the Americans with Disabilities Act to complete your application, please call 301-287-8700, provide your contact information and a description of your accessibility issue. We will make a determination on your request for reasonable accommodation on a case-by-case-basis, and we will call you back within approximately 3 business days.

Know Your Rights: Workplace Discrimination is Illegal & EEO is the Law Supplement, Pay Transparency
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