



Announcement No: POC-014-24  
Opening Date: 2/22/2024  
Closing Date: Until Filled

P.O. Box PS-35  
Palikir, Pohnpei, FM 96941  
Tel: (691) 320-2618/2642

Office of the Director

## FSM Personnel Office

email: [personnel@personnel.gov.fm](mailto:personnel@personnel.gov.fm)

### EMPLOYMENT OPPORTUNITY

The Government of the Federated States of Micronesia (FSM) seeks well qualified individuals to fill the position of **NATIONAL PREP COORDINATOR** in the Department of Health & Social Affairs, FSM National Government, Palikir, Pohnpei FM 96941.

**The Position:** Prepares and submit annual Personal Responsibility Education Program (PREP) funding application online; prepares and oversees the allocation of funds to the states and ensure adherence to funding compliance; prepares and coordinates the Draw the Line/ Respect the Line (DTL/RTL) curriculum and data collection training for staff and trainers, including program partners; ensures that DTL/ RTL curriculum is implemented in the 6th, 7th and 8th grade class rooms; ensure that all reports (quarterly, semi and annual) are collected and submitted accordingly; conduct periodic program oversight visits; Attends required grantee and topical trainings with staff; Attends monthly virtual meeting with division head and Federal Program Project Officer and other duties that may be assigned.

**The Incumbent:** Graduation from an accredited college or university with a Bachelor's degree and at least five years' experience as a coordinator in public health, education or related fields. Should be well-versed in computer applications such as MS Word, Excel and Power point with good communication skills, leadership and good moral character.

**Benefits:** The annual salary is **\$18,000.00** depending upon the qualification of the applicant.

**To apply:** Send resume, application by mail to the following addresses:

**Department of Health and Social Affairs**

P.O. Box PS-70  
Palikir, Pohnpei FM 96941  
Phone: (691) 320-2819/2643  
Email: [health@fsmhealth.fm](mailto:health@fsmhealth.fm)

**Office of Personnel**

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The Office of Personnel will be accepting application/resume from **February 22, 2024** until filled.

THE FSM AN EQUAL OPPORTUNITY EMPLOYER