



# CALCULATING YOUR NEXT MOVE? BECOME A GRANTS MANAGEMENT SPECIALIST WITH CDC

Grants management specialists (GMS) play a vital role in advancing the Centers for Disease Control and Prevention's (CDC) public health mission by working with domestic and international grant and cooperative agreement recipients.

As a member of our talented and diverse workforce, you will influence how funds are awarded and managed among applicants and recipients, directing resources where they will make the biggest difference. Being a GMS is more than a job; it's a rewarding career with a direct impact on public health.

In CDC's Office of Financial Resources (OFR), we are passionate about what we do because we understand that each budget dollar is far more than a number. It is lives saved, illness and injury prevented, hope and healing restored.

## As a Grants Management Specialist, You Will...

### LEAD.

GMSs are a partner and consultant to their program recipients from the beginning of the grant or cooperative agreement to its end. They guide recipients through fiscal and regulatory challenges and identify solutions that achieve program outcomes. Programs include state, tribal, local, and territorial health initiatives, drug-free communities, global health security, COVID-19, and many others.

### SOLVE.

As a GMS, you'll work in a fast-moving environment, interpreting regulations and collaborating with CDC program officials. Key steps for a GMS are to review an applicant's budget to evaluate proposed costs and address, mitigate, and resolve recipient performance issues.

### LEARN.

Newly hired GMSs have a variety of experience and backgrounds. GMSs hone their craft through on-the-job, classroom, and virtual training, and other professional development and growth opportunities.

## READY TO JOIN US?

Search <https://go.usa.gov/xtTZs> using keywords grants management specialist (GS-1109). Visit the Office of Financial Resources at <https://go.usa.gov/xtTZH> for additional information.



**U.S. Department of  
Health and Human Services**  
Centers for Disease  
Control and Prevention