



NATIONAL SCIENCE FOUNDATION  
4201 WILSON BOULEVARD  
ARLINGTON, VIRGINIA 22230

CBET 16-004

## Dear Colleague Letter: Division Director, Division of Chemical, Bioengineering, Environment and Transport Systems (CBET) Employment Opportunity

---

July 25, 2016

Dear Colleague:

The Directorate for Engineering (ENG) announces a nationwide search to fill the position of Division Director, Division of Chemical, Bioengineering, Environment and Transport Systems (CBET) through an assignment under the Intergovernmental Personnel Act (IPA). **Formal consideration of interested applicants will begin on September 26, 2016 and continue until a selection is made.**

The CBET Division at NSF has a total annual budget of approximately \$180 million. The Division supports innovative research and education in the fields of chemical engineering, bioengineering, biomedical engineering and civil/environmental engineering, mechanical engineering and in areas that involve the transformation and/or transport of matter and energy by chemical, thermal, or mechanical means. CBET research and education investments contribute significantly to the knowledge base and to the development of a 21st century workforce for major components of the U.S. economy, including chemicals, pharmaceuticals, medical devices, food, energy utilities, alternative energy sources, microelectronics, and others. Support for environmental research encompasses pollution prevention and remediation as well as life-cycle analysis.

The CBET Division Director leads a team of Program Directors and administrative professionals in formulating and managing a broad portfolio of investments in the research and education. The incumbent has managerial and oversight responsibilities for the effective use of division staff and resources in meeting organizational goals and objectives. The incumbent is expected to (1) direct the activities of the CBET Division; (2) contribute to the Engineering Senior Management team activities; (3) assess the needs and trends in research and education related to the Division's programs; (4) implement overall strategic planning, and policy setting; (5) supervise and provide leadership and guidance to senior executive level CBET staff, program officers, administrative and support personnel; (6) determine funding requirements, prepare and justify budget estimates, balance program needs, and allocate resources; (7) oversee the evaluation of proposals and recommendations for awards and declinations; (8) represent NSF to relevant external groups; and (9) foster partnerships with other Divisions, Directorates, Federal agencies, scientific organizations and the academic community.

**The successful candidate will possess** an established record of significant achievement in research, administration, and leadership responsibility in academe, industry or government. Additionally, the Division Director must be experienced and competent in technical, financial and administrative management. The incumbent must work well with people, be an effective communicator, and be committed to continuously develop the diversity of talents and skills of the team.

The Qualification Requirements of the position are listed below:

## EXECUTIVE/MANAGERIAL REQUIREMENTS

---

1. **Leading Change.** Demonstrated ability to bring about strategic change, both within and outside the organization, to meet organizational goals. Includes the ability to establish an organizational vision and to implement it in a continuously changing environment.
2. **Leading People.** Demonstrated ability to lead people toward meeting the organization's vision, mission, and goals. Includes the ability to provide an inclusive workplace that fosters the development of others, facilitates cooperation and teamwork, and supports constructive resolution of conflicts.
3. **Results-Driven Leadership.** Demonstrated ability to meet organizational goals and customer expectations. Includes the ability to make decisions that produce high-quality results by applying technical knowledge, analyzing problems, and calculating risks.
4. **Business Acumen.** Demonstrated ability to manage human, financial, and information resources strategically.
5. **Building Coalitions.** Demonstrated ability to build coalitions internally and with other Federal agencies, State and local governments, nonprofit and private sector organizations, foreign governments, or international organizations to achieve common goals.

## PROFESSIONAL/TECHNICAL REQUIREMENTS

---

1. Ph.D. or equivalent professional experience or a combination of education and equivalent experience in chemical engineering, bioengineering, biomedical engineering, mechanical engineering, civil/environmental engineering, or a closely related field in engineering and physical sciences.
2. Established record of leadership in academia, industry, or government with demonstrated research and education contributions and strong evidence of scholarship in areas related to those listed above, including publication of research, recognized effective and innovative leadership in research administration, and/or professional leadership and awards in these technical areas.
3. Skill in changing and balancing complex and diverse program demands and available resources in response to major advances or changing needs of science and engineering research and technology, and demonstrated ability to exercise sound professional judgment in recommending the initiation of research in the fields listed above.
4. Broad understanding of universities and other institutions where research and education in science and engineering is conducted. Knowledge of grant administration and fiscal management with experience in engineering research support.

**Intergovernmental Personnel Act (IPA) Assignment:** This position will be filled under provisions of the Intergovernmental Personnel Act (IPA). Individuals eligible for an IPA assignment with a Federal agency include employees of State and local government agencies or institutions of higher education, Indian tribal governments, and other eligible organizations in instances where such assignments would be of mutual benefit to the organizations involved. Initial assignments under IPA provisions may be made for a period of up to two years, with a possible extension for up to an additional two-year period. The individual remains an employee of the home institution and NSF provides funding toward the assignee's salary and benefits. Further information regarding IPA positions is available at <http://www.nsf.gov/careers/rotator/ipa.jsp>.

**Application Instructions:** Please submit a current CV accompanied by a cover letter or supplemental statement that addresses the qualification requirements of the position. Applications should be transmitted electronically to [execsrch@nsf.gov](mailto:execsrch@nsf.gov) or mailed or delivered to the following address:

National Science Foundation  
Executive Services Section

Division of Human Resource Management, Room 315  
4201 Wilson Boulevard  
Arlington, VA 22230  
*ATTN: Sandra Deleon*  
(703) 292-7493

General professional inquiries should be directed to:

Mihail C. Roco  
Senior Advisor for Science and Engineering  
Search Committee Chair  
[mroco@nsf.gov](mailto:mroco@nsf.gov)  
(703) 292-7032

Natacha R. Montgomery  
Assistant to Search Committee  
[nmontgom@associates.nsf.gov](mailto:nmontgom@associates.nsf.gov)  
(703) 292-7032

**NSF IS AN EQUAL OPPORTUNITY EMPLOYER COMMITTED TO EMPLOYING A HIGHLY  
QUALIFIED STAFF THAT REFLECTS THE DIVERSITY OF OUR NATION.**