



NATIONAL SCIENCE FOUNDATION  
4201 WILSON BOULEVARD  
ARLINGTON, VIRGINIA 22230

EAR 16-001

## Dear Colleague Letter: Directorate for Geosciences (GEO), Division of Earth Sciences (EAR), Deep Earth Processes Section - Employment Opportunity for Program Director (Open Until Filled)

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March 10, 2016

Dear Colleagues:

The Division of Earth Sciences (EAR), within the Directorate for Geosciences at the National Science Foundation, announces a nationwide search to fill a Program Director position for the Deep Earth Processes Section program.

Formal consideration of interested applications will begin **March 10, 2016** and will continue until **March 24, 2016**.

Program Directors have an unparalleled opportunity and responsibility to ensure NSF-funded research is at the forefront of advancing fundamental knowledge. In support of that, Program Directors are responsible for extensive interaction with academic research communities and industry, as well as interaction with other Federal agencies. Within this context, Program Directors solicit, receive and review small business research proposals, make funding recommendations, administer awards, and undertake interaction with research, entrepreneurial, and investment communities in these fields. They are also responsible for service to Foundation-wide activities and initiatives that together accomplish NSF's strategic goals to: 1) Transform the Frontiers of Science and Engineering, 2) Stimulate Innovation and Address Societal Needs through Research and Education, and 3) Excel as a Federal Science Agency. The position requires a commitment to high standards of intellectualism and ethical conduct, a considerable breadth of interest, receptivity to new ideas, a strong sense of fairness, good judgment, and a high degree of personal integrity.

NSF Program Directors bear the primary responsibility for carrying out the Foundation's overall mission to support innovative and merit-evaluated activities in fundamental research and education that contribute to the nation's technological strength, security and welfare. As a Program Director, you will play a key role in NSF's mission to support innovative and merit-reviewed activities in basic research and education. To fulfill these responsibilities in the Deep Earth Processes Section requires a broad understanding of the infrastructure needs and opportunities in the Earth Sciences; a commitment to high standards; receptivity to a breadth of new ideas; and good judgment. In this process, you will get unique opportunities to influence, and help lead, the direction of research infrastructure investments in Earth sciences.

While at NSF, your development opportunities will include:

- Attendance at talks and distinguished lectures given by experts from all fields of inquiry from across the globe.

- Increasing your breadth of knowledge by reading and reviewing proposals that are not always situated squarely in your research area.
- Gaining intense learning experiences through serving with merit review panels.

Qualifications include a PhD degree, an established record of research and education in a field appropriate to the position, and managerial experience in academe, industry or government, plus after award of the Ph.D., **at least** six years of successful research and/or research administration. The position requires effective oral and written communication skills; familiarity with NSF/EAR programs and activities is highly desirable. The incumbent is expected to function effectively, both as an individual within the Deep Earth Processes Section, and as a member of crosscutting and interdisciplinary teams in the Division of Earth Sciences and more broadly with other parts of NSF. The incumbent must also demonstrate a capability to work across government agencies to promote NSF activities and to leverage program funds through interagency collaborations and partnerships.

The individual selected for this position will serve as a Program Director. The Program Director is responsible for:

- Assist in implementing the proposal review and evaluation process for the Division, including regular solicited proposals as well as special focused solicitations (e.g., Geoinformatics, cross-NSF, interagency, or with international cooperation).
- Conduct scientific/technical analyses of proposals received in the Deep Earth Processes section including the programs of Tectonics, Petrology and Geochemistry, Geophysics, Earth Integrated Systems, Instrumentation and Facilities, and EarthScope.
- Select individuals to provide objective reviews of proposals either as ad hoc experts or as members of a panel.
- Conduct programmatic reviews, determine funds availability, and evaluate similar or related projects, including internal and external liaison.
- Negotiate technical and financial revisions of proposals as required.
- Conduct final review and evaluations of proposals and recommend awards or declinations based on knowledge or resources availability, program goals, and peer reviewer comments.
- Evaluate projects, activities, and national multi-user facilities that are proposed or funded by conducting site visits and reviewing interim and final reports.
- Negotiate interagency agreements with other Federal agencies for transfer of funds to assist in the support of research, education, and research infrastructure.
- Assist within the Deep Earth Processes Section, across the Division, with other agencies, international partners, and the science community, in the development of new research infrastructure initiatives and opportunities.
- Assist in the improvement and development of internal management systems for use in the Deep Earth Processes Section.

The Program Director position recruited under this announcement may be filled under the following rotational program:

**Intergovernmental Personnel Assignment (IPA) Act:** 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 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 the negotiated funding toward the assignee's salary and benefits <http://www.nsf.gov/careers/rotator/ipa.jsp>.

**Visiting Scientist Appointment:** Appointment to this position will be made under the Excepted Authority of the NSF Act. Visiting Scientists are on non-paid leave status from their home institution and placed on the NSF payroll. NSF withholds Social Security taxes and pays the home institution's contributions to maintain retirement and fringe benefits (i.e., health benefits and life insurance), either directly to the home institution or to the carrier. Initial appointments are usually made for a one-year period and may be extended for an additional year by mutual agreement. See <http://www.nsf.gov/careers/rotator/vsee.jsp> for additional information.

**Temporary Excepted Service Appointment:** Appointment to this position will be made under the Excepted Authority of the NSF Act. Candidates who do not have civil service or reinstatement eligibility will not obtain civil service status if selected. Candidates currently in the competitive service will be required to waive competitive civil service rights if selected. Usual civil service benefits (retirement, health benefits, and life insurance) are applicable for appointments of more than one year. Initial appointments are usually made for a one-year period and may be extended for up to three years.

For additional information on NSF's rotational programs, please see "Programs for Scientists, Engineers, and Educators" on the NSF website at: <http://www.nsf.gov/careers/> and <http://www.nsf.gov/careers/rotator/microsite/>.

Applications will be accepted from US Citizens. Recent changes in Federal Appropriations Law require Non-Citizens to meet certain eligibility criteria to be considered. Therefore, Non-Citizens must certify eligibility by signing and attaching this [Citizenship Affidavit](#) to their application. Non-citizens who do not provide the affidavit at the time of application will be considered as an IPA only. We also ask that you complete and submit the [Applicant Survey Form](#). This will help NSF to ensure that our recruiting efforts are attracting a diverse candidate pool; it will be used for statistical purposes only.

Applicants should indicate in their cover letter that they are applying to the Program Director Position. Please submit your application to:

EAR Program Director Search Committee  
Dr. James H. Whitcomb, Section Head  
Division of Earth Sciences, Suite 785  
National Science Foundation  
4201 Wilson Blvd.  
Arlington, VA 22230  
Fax: 703-292-9025  
Email: [jwhitcom@nsf.gov](mailto:jwhitcom@nsf.gov)

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A HIGHLY QUALIFIED STAFF THAT REFLECTS THE DIVERSITY OF OUR NATION**