



**Office of the Assistant Director
Directorate for STEM Education
National Science Foundation**

DATE: March 13, 2023

TITLE: Division Director, Division of Equity for Excellence in STEM
Employment Opportunity – Dear Colleague Letter

Dear Colleague:

The National Science Foundation’s Directorate for STEM Education (EDU) announces a nationwide search to fill the Division Director (DD) position in the Division of Equity for Excellence in STEM (EES) within EDU. The mission of EDU entails supporting the research and development foundation to develop a diverse science, technology, engineering, and mathematics (STEM)-literate public and a workforce ready to advance the frontiers of science and engineering for society. The Division serves as a focal point for NSF's agency-wide commitment to enhancing the quality and excellence of STEM education and research through broadening participation of underrepresented groups in STEM. Division priorities are given to investments that promise innovation and transformative strategies; foster basic and applied research on broadening participation; and focus on creating and testing models that ensure the full participation of and provide opportunities for the educators, researchers, alliances, and institutions dedicated to serving underrepresented groups in STEM.

The EES DD has managerial and oversight responsibilities for effectively using Division staff and resources, and for building teams and coalitions to meet organizational goals and objectives, including leading the activities of EES, assessing the needs and trends, developing breakthrough opportunities, implementing overall strategic planning, and setting policy. The EES DD will also supervise and guide senior executive-level EES staff, program officers, and administrative and support personnel. Additional responsibilities entail overseeing the management of the EES funding portfolio; determining funding requirements; preparing and justifying budget estimates; balancing program needs; allocating resources; overseeing the evaluation of proposals and recommendations for awards and declinations; and representing NSF with relevant external groups. Generally speaking, the EES DD fosters and sustains important public and private partnerships with other NSF divisions, directorates, Federal agencies, scientific and educational organizations, businesses, and institutions of higher education to advance the vision and mission of EDU.

The successful candidate will possess a strong record of achievement and leadership in academe, government, and/or not-for-profit research and education endeavors, ideally reflecting academic depth and experience in a STEM discipline. Additional desirable characteristics include one or more of the following: experience at the national level and/or at the university or institutional level in studying and/or shaping innovations for the improvement of STEM education; evidence of scholarship and research directed at understanding and advancing STEM education; and/or documented administrative and managerial experience at the level of a department chair or equivalent. In addition to having a strong record of research

and education accomplishments, the EES DD must be experienced and competent in technical, financial, and administrative management. The candidate must work well with people from all administrative and programmatic areas, be an effective communicator (both written and spoken), have excellent team-building skills, and act as a mentor to continuously develop the diversity of talents and skills of colleagues at all levels. Finally, EDU seeks an individual with strong change management skills and demonstrated knowledge and proficiency in supporting the professional growth of staff.

The qualification requirements for 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./Ed.D. or a combination of education and equivalent professional experience in STEM, including the social, behavioral, and economic science, or STEM education, is preferred.
2. Recognized professional standing in STEM education, STEM, and/or broadening participation communities, as evidenced by a sustained record of research and professional leadership activities, focused on diversity, equity, inclusion, and accessibility in STEM.
3. Demonstrated knowledge of universities and other academic institutions of higher education, including two- and four-year colleges and universities, graduate or professional education institutions, STEM industry or workplaces, or education organizations where STEM research or education research is conducted.
4. Knowledge of education policy issues at the Federal and/or state level and knowledge of trends, issues, current research- and evidence-based practices in broadening participation in STEM.

5. Skill in building on and growing the expertise and knowledge of researchers and educators in multiple disciplines to develop and implement approaches and programs that address important crosscutting challenges in broadening participation in STEM.

Appointment to this Senior Executive Service position may be on a career basis or on a one- to three-year limited-term basis, with a salary range of \$185,335 to \$206,950. Alternatively, the incumbent may be assigned to the position under Intergovernmental Personnel Act (IPA) provisions. Information about the IPA program is described below.

Intergovernmental Personnel Act (IPA) Assignment: 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. As an IPA, 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/about/career_opps/rotators/ipa.jsp.

Application Instructions: You may view the vacancy announcements (EDU-EXEC-2023-0003, SES and SES Limited Term and EDU-EXEC-2023-0004, IPA) for this position at **USAJOBS**: <https://www.usajobs.gov/job/711108800>. The position is scheduled to close on May 8, 2023.

General inquiries should be directed to EES-dd-search@nsf.gov.

NSF is an equal opportunity employer committed to employing a highly qualified staff that reflects the diversity of our nation.