National Science Foundation
IPA Vacancy

ANNOUNCEMENT NO: E20060032-IPA **OPEN: 12-09-2005** **CLOSE: 01-08-2006**

POSITIONS WILL BE FILLED ON A ONE OR TWO YEAR INTERGOVERNMENTAL PERSONNEL ACT (IPA) ASSIGNMENT BASIS.

The National Science Foundation is seeking a qualified candidate for a position as Program Director in the Division of Behavioral and Cognitive Sciences (BCS), Directorate for Social and Behavioral Sciences, Arlington, VA. **The desired starting date for this appointment is Spring 2006.**

BCS supports research to develop and advance scientific knowledge focusing on human cognition, language, social behavior and culture, as well as research on the interactions between human societies and the physical environment. More information about BCS and their programs can be found on their website at http://www.nsf.gov/div/index.jsp?div=BCS

The Division of Behavioral and Cognitive Sciences is seeking a Program Director to administer the program in one of these disciplines. Archaeology, Cognitive Neuroscience; Cultural Anthropology; Developmental and Learning Sciences; Geography and Regional Science; Linguistics; Perception, Action and Cognition; Physical Anthropology, or Social Psychology. Additional expertise is sought in issues related to human subjects research and Institutional Review Board oversight of human subject research. The Program Director would serve as a liaison for human subject issues within NSF and participate in activities within and across programs in the division, directorate, foundation, and federal government.

For IPA assignments, the individual remains an employee on the payroll of his or her home institution and the institution continues to administer pay and benefits. NSF reimburses the institution for NSF's negotiated share of the costs. Individuals eligible for an IPA assignment include employees of State and local government agencies, institutions of higher education, Indian tribal governments, federally funded research and development centers and qualified nonprofit organizations. For more information regarding IPA assignments, visit our website at www.nsf.gov/about/career_opps.

Qualifications required**:** Applicants must possess a Ph.D. or equivalent experience in a discipline related to social and behavioral sciences and have an active research program in a related area. In addition, six or more years of successful research, research administration, and/or managerial experience pertinent to the program are required.

DUTIES AND RESPONSIBILITIES: A Program Director directs in the implementation, review, funding, post-award management, and evaluation of the program and contributes to the intellectual integration with other programs supported by the Division. Designs and implements the proposal review and evaluation process for relevant proposals. Selects well qualified individuals to provide objective reviews on proposals either as individuals or as members of a panel. Conducts final review of proposals and evaluations, and recommends acceptance or declination. Manages and monitors on-going grants, contracts, interagency and cooperative agreements to ensure fulfillment of commitments to NSF. Evaluates progress of awards through review and evaluation of reports and publications submitted by awardees and/or meetings at NSF and during site visits. Contributes to the responsibility for establishing goals and objectives, initiating new program thrusts and phasing out old projects. Recommends new or revised policies and plans in scientific, fiscal, and administrative matters to improve the activities and management of the Program.

QUALIFICATIONS DESIRED: In addition to the qualifications outlined above, further qualifications desired include:

- Knowledge and understanding of scientific principles and theories that underlie the study of each Program.
- Research, analytical and technical writing skills, which evidence the ability to perform extensive inquiries into a wide variety of significant issues and to make recommendations and decisions based on findings.
- Ability to organize, implement and manage large, multi-disciplinary, broadly based, proposal driven grant programs allocating resources to meet a broad spectrum of program goals.
- Ability to meet and deal with members of the scientific community, other funding agencies and peers to effectively present and advocate program policies and plans.
- Ability to work with individuals within the Program; both technical and support staff.

HOW TO APPLY: Applications may be transmitted electronically to rotator@nsf.gov. Individuals may also submit a resume or any application of your choice to the National Science Foundation, Division of Human Resource Management, 4201 Wilson Blvd., Arlington, VA 22230, Attn: E20060032-IPA. In addition, you are encouraged to submit a narrative statement that addresses your background and/or experience related to the Program you are applying for. You are asked to complete and submit the attached Applicant Survey form. Submission of this form is voluntary and will not affect your application for employment (the information is used for statistical purposes). Telephone inquiries may be referred to the Executive and Visiting Personnel Branch, at (703) 292-8755. For technical information, contact Dr. Peg (Marguerite) Barratt, Division Director, at (703) 292-8740 or mbarratt@nsf.gov. Hearing impaired individuals may call TDD (703) 292-8044.

The National Science Foundation provides reasonable accommodations to applicants with disabilities on a case-by-case basis. If you need a reasonable accommodation for any part of the application and hiring process, please notify the point of contact listed on this vacancy announcement.

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NATIONAL SCIENCE FOUNDATION

APPLICANT SURVEY

OMB No. 3145-0096
Expiration: 7/31/2005

Vacancy Ann. #:_____ Position Status (temporary/permanent):_____

Position Title/Series/Grade:_____

INSTRUCTIONS

Your completion of this form will be appreciated. Submission of this Information is voluntary and it will have no effect on the processing of your application. The data collected will be used only for statistical purposes to ensure that agency personnel practices meet the requirements of Federal law. Pursuant to 5 CFR 1320.5(b), an agency may not conduct or sponsor, and a person is not required to respond to an information collection unless it displays a valid OMB control number. The OMB control number for this collection is 3145-0096. NSF estimates that each respondent should take about 3 minutes to complete this survey, including time to read the instructions. You may have comments regarding this burden estimate or any other aspect of this survey, including suggestions for reducing this burden. If so, please send them to NSF Reports Clearance Officer, Division of Administrative Services, NSF, 4201 Wilson Blvd., Arlington, VA. 22230.

PRIVACY ACT INFORMATION

GENERAL - This information is provided pursuant to Public Law 93-579 (Privacy Act of 1974), December 31, 1974, for individuals completing Federal records and forms that solicit personal information.
AUTHORITY - Section 7201 of title 5 of the U.S. Code and Section 2000e-16 of title 42 of the U.S. Code.

PURPOSE AND ROUTINE USES

The information is used for research and for a Federal Equal Opportunity Recruitment Program (FEORP) to help insure that agency personnel practices meet the requirements of Federal law. Address questions concerning this form and its uses to the Privacy Act Officer, National Science Foundation, Arlington, VA 22230.

1. Today's Date:_____2. Year of Birth:_____

3. How did you learn about the particular position for which you are applying? (Circle appropriate number.)

01 - Newspaper (specify)_____
02 - Contact with NSF Personnel Office (Agency Bulletin Board or other Announcement)
03 - NSF-initiated personal contact
04 - Science Magazine, or other professional journal or magazine (specify)_____
05 - Affirmative Action Register
06 - Attendance at conference, meeting or job fair (specify)_____
07 - NSF recruitment at school or college
08 - Colleague referral
09 - NSF Bulletin
10 - Federal, State or local job information center
11 - State vocational rehabilitation agency or Veterans Administration
12 - State employment office
13 - School or college counselor or other official
14 - Private job Information service
15 - Private employment service
16 - Friend or relative working at NSF
17 - Friend or relative not working at NSF
18 – NSF website
19 – Internet or other website
20 - Other (specify)_____

4. Select the ethnic category with which you most closely identify:
   A. **Hispanic or Latino**. A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
   B. **Not Hispanic or Latino**.

5. Select one or more racial category with which you most closely identify:
   A. American Indian or Alaska Native. A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
   B. Asian. A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
   C. Black or African American. A person having origins in any of the black racial groups of Africa.
   D. Native Hawaiian or Other Pacific Islander. A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
   E. White. A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

6. Sex (Circle the appropriate letter.) F - Female M - Male

7. Please provide Information on your disability status by circling the appropriate category below:

1. I do not have a disability; 2. Hearing impairment; 3. Vision impairment; 4. Missing extremities; 5. Partial paralysis; 6. Complete paralysis; 7. Convulsive disorder; 8. Mental retardation; 9. Mental or emotional illness; 10.Severe distortion of limbs and/or spine; 11.I have a disability but it is not listed.

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FOR AGENCY USE

Agency Code:_____

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER