National Science Foundation
Excepted Position Vacancy

ANNOUNCEMENT NO: E20060070a **OPEN:** 03/27/06 **CLOSE:** 06/15/06
THIS IS A PERMANENT POSITION.

**** This announcement has been amended to extend the closing date to 6/15/2006.****

Individuals wishing to apply to the Visiting Scientist, Temporary or IPA position see vacancy announcement number E20060071a-Rotator

POSITION VACANT: Interdisciplinary Program Director, AD-1301/1330-04. Antarctic Aeronomy, and Astrophysics Program. Annual salary ranges from $91,407 to $142,449.

PROMOTION POTENTIAL: Interdisciplinary Program Director, AD-1301/1330-04

LOCATION: Office of the Director, Office of Polar Programs, Antarctic Sciences Section, National Science Foundation, Arlington, VA.

RELOCATION: Expenses will be paid.

BARGAINING UNIT STATUS: This position is included in the bargaining unit and will be filled in accordance with the merit staffing provisions of the Collective Bargaining Agreement Article VIII.

AREA OF CONSIDERATION: All Sources

THIS POSITION IS OUTSIDE THE COMPETITIVE CIVIL SERVICE

Appointment to this position will be made under the Excepted Authority of the NSF Act. Candidates who do not have civil service status 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, life insurance) are applicable for appointments of more than one year. Disabled veterans with 30% service-connected disabilities as well as other applicants with severe disabilities will be considered without regard to the closing date if applications are received prior to final selection.

DUTIES AND RESPONSIBILITIES: The Program Director for the Antarctic Aeronomy and Astrophysics Program (AA&A) also serves as the South Pole Science Manager, helping to insure that all research projects sited at the South Pole Station are planned and carried out successfully. The person selected for this position manages a program that provides about $9.0 million annually in direct support of scientific research and leverages the resources of the US Antarctic Program at the South Pole Station and throughout the Antarctic. Toward that end the duties include:

- Plans, develops and manages aeronomy, astronomy and astrophysics research programs in the Antarctic working with US institutions and scientists, as well as those in other nations.
- Recommends award of funds for research after appropriate merit review and regard for program balance. Maintains a continuing review of supported projects. Is responsible for the selection of peer reviewers.

- Serves as South Pole Science Manager, working with on-site scientists, stateside principal investigators, other program directors in the Antarctic Sciences section, and counterparts in the Polar Research Support Section to prioritize science support needs and, with other members of the South Pole Management Team, to allocate resources to meet those needs. This may require deployment to South Pole Station for up to 2 months per year.

- Advises the Director, Office of Polar Programs, through the Section Head on programs of international exchange and cooperation in programmatic areas of (AA&A).

QUALIFICATIONS REQUIRED: For AD-4:

Applicants must have a Ph.D. or equivalent experience in aeronomy, astronomy, astrophysics or related discipline plus six or more years of research, research administration, and/or managerial experience pertinent to the position.

QUALITY RANKING FACTORS:
Final ranking is based upon job-related experience, training, education, awards, performance appraisals or letters of recommendation, and the following knowledge, skills and abilities.

1. Knowledge and understanding of scientific principles and theories applicable to aeronomy, astronomy, and/or astrophysics as demonstrated by publications, invited talks, and/or professional recognition.
2. Ability to recognize and formulate programmatic plans that respond to emerging areas of research in aeronomy, astronomy, and astrophysics that require the special conditions present in the polar regions.
3. Ability to organize, implement, and manage an externally reviewed proposal-driven grants program, allocating resources to meet a spectrum of program goals. Research, analytical and technical writing skills which evidence the ability to perform extensive inquiry into a wide variety of significant issues and make recommendations and decisions based on findings.
4. Ability to interact effectively with members of the scientific community, representatives of other federal agencies, representatives of foreign national antarctic programs, and peers to effectively present, advocate, and advance program policies, plans, and goals.
5. Ability to oversee and manage the planning and implementation of complex projects in aeronomy, astronomy, and astrophysics in remote regions, and the ability to deal effectively with all U.S. Antarctic Program projects that rely on support at South Pole Station.

BASIS FOR RATING: Final ranking is based on an evaluation of your experience, education and training as they relate to the knowledge, skills and abilities specified in the Quality Ranking Factors. Current performance appraisal, letter(s) of recommendation, and/or awards will also be used in the evaluation process.

CONDITIONS OF EMPLOYMENT: Appointment to the position is contingent upon 1) successful completion of the appropriate background investigation and 2) successfully passing medical and dental screening for extended summer deployment to South Pole. Satisfactory completion of a one-year trial period may also be required.

HOW TO APPLY: You may apply for this position with the *Optional Application for Federal Employment* (OF-612), the older *Application for Federal Employment* (SF-171), a resume, or other application format of your choice - so long as it contains the necessary information (summarized below). You must also submit a current Performance Appraisal or letter(s) of recommendation from professionals who can comment on your capabilities. In order to ensure full consideration, it is recommended that you submit a supplemental statement which specifically addresses how your background and experience relate to each Quality Ranking Factor listed on this announcement.

You must specify the job announcement number, and title and grade(s) of the job for which you are applying. You should also provide the following information: ♦ Your country of citizenship. ♦ Your social security number**.** ♦ Information about your education, including (1) high school graduation date and (2) college/university information - your major, and type and year of degree(s). If no degree, show total credits earned and indicate whether they are semester or quarter hours. ♦ Information about all your work experience related to this job, including job titles, duties and accomplishments, employer's name and phone number, number of hours worked per week, starting and ending dates (month and year), and annual salary. If you held various positions with the same employer, describe each separately. ♦ If you have Federal civilian experience, indicate the highest grade held, the job series, and dates held. ♦ The brochure *Applying for a Federal Job* provides information on the Federal job application process; it is available by calling the number listed below. **If your application does not provide all the information requested in the vacancy announcement, you may lose consideration for this job.**

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.

You may submit your application via e-mail to ywoodwar@nsf.gov or submit all application material to National Science Foundation, Division of Human Resource Management, 4201 Wilson Boulevard, Room 315, Arlington, VA 22230. Attn: Announcement Number E20060070a. In addition to the required application materials, 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 only. **ALL FORMS MUST BE RECEIVED BY THE CLOSING DATE OF THIS ANNOUNCEMENT.** For additional information call Yvonne Woodward on (703) 292-4386. Hearing impaired individuals may call TDD (703) 292-8044.

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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