



**National Science Foundation  
4201 Wilson Boulevard  
Arlington, Virginia 22230**

**OCI 10-001**

**Dear Colleague Letter: Detail Opportunity - Acting Deputy Office Head,  
Office of Cyberinfrastructure (OCI), Office of the Director (O/D)**

Open Period: July 19, 2010 – August 2, 2010

The Office of Cyberinfrastructure is offering a detail opportunity to serve as Acting Deputy Office Head for the Office of Cyberinfrastructure (OCI), in the Office of the Director.

This detail is open to all qualified NSF employees and IPA assignees currently working at NSF and will not exceed 1 year. For purposes of pay and benefits, the selectee will continue to encumber the position from which detailed. The individual selected will be required to file an "Executive Branch Personnel Public Financial Disclosure Report" (SF-278) in accordance with the Ethics in Government Act of 1978 **at the beginning and completion of the detail assignment.**

The Office of Cyberinfrastructure supports the research, planning, construction, operation and upgrading of the resources, centers, facilities that are part of the national cyberinfrastructure for scientific engineering research and education. OCI encourages research on experimental infrastructure to ensure the advancement of cyberinfrastructure and collaborates with all NSF Directorates and Offices to meet the requirements of 21st century science and engineering.

**Duties:**

The incumbent serves as a member of the OCI leadership team. She/he assists the Assistant Office Head in all office activities. This includes development, implementation and support of advanced cyberinfrastructure for the national science and engineering research and education community.

The incumbent works with the OCI AD to implement overall strategic planning and justify budget estimates; defines and balances program needs; actively works with relevant NSF personnel and other stakeholders to ensure that necessary research and education investments are being made to advance national cyberinfrastructure capabilities; oversees the evaluation or proposals and recommendations for awards and declinations; oversees the management and oversight of a complex portfolio of cyberinfrastructure projects including cooperative agreements and multi-domain efforts; develops and applies criteria for evaluating the performance of CI projects supported; and represents OCI and NSF to relevant stakeholder groups.

The Deputy Office Head also fosters partnerships with other Offices, Divisions, Directorates, Federal agencies, science and engineering organizations, the academic community and the international community; achieves organizational objectives creatively managing and motivating staff; includes leveraging diversity and other differences; promotes developmental opportunities; fosters commitment and team spirit; constructively resolves conflicts.

In the context of the duties described, the Deputy Office Head is responsible for all day-to-day operations within OCI.

**QUALIFICATIONS**

**Professional/Technical Requirement:**

1. Ph.D. or equivalent professional experience or a combination of education experience in computer and information sciences and engineering or a related computational science or engineering field.

**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.

**How to Apply:** Interested applicants should submit a resume or CV as well as a narrative statement addressing his/her background in terms of the executive and managerial requirements above. Applications must be received by August 2, 2010. Applications may be submitted electronically to [execsrch@nsf.gov](mailto:execsrch@nsf.gov) or delivered to: Division of Human Resource Management, Executive Personnel, Room 315.

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