



National Science Foundation
4201 Wilson Boulevard
Arlington, Virginia 22230

DGE 12-001

Dear Colleague Letter: Division of Graduate Education (DGE) - Employment Opportunities for Program Directors

The NSF Division of Graduate Education (DGE) announces a nationwide search for individuals to serve as Program Directors in the Division. The anticipated appointments will be made through a rotational program (see below), with an initial appointment for up to two-years and possible extension for an additional year by mutual agreement.

NSF's rotational positions become available throughout the year. Formal consideration of interested applicants responding to this announcement will begin **January 15, 2012** and will continue until the positions are filled. It is anticipated that respondents to this announcement will start in the Summer/Fall 2012 timeframe. Therefore, interested individuals may apply after the initial consideration date of January 15, 2012, but are encouraged to first contact the Division (contact information below) about the availability of positions.

DGE has leadership responsibilities in NSF's efforts to attract talented students into science and engineering graduate studies and to promote the education necessary for them to become leading scientists and engineers of the future. DGE is inviting applications from individuals interested in serving as a Program Director in the **Graduate Research Fellowship Program** and/or the **Integrative Graduate Education and Research Traineeship Program**. Applicants are encouraged to visit the Division website at <http://www.nsf.gov> to find information about these two programs. DGE is seeking applicants whose experience, expertise, and interests will enable their effective work with staff throughout the NSF directorates and offices on issues related to graduate education. Selected individuals will also be expected to be effective spokespersons for NSF in the science and engineering community and to participate in the Division's ongoing interactions with the community to help ensure the vitality of the Nation's graduate education enterprise.

NSF Program Directors are responsible for supporting innovative, merit-reviewed activities that advance NSF's mission in research and education. Discharging this responsibility requires a commitment to high standards, breadth of knowledge and interest, receptivity to new ideas, a strong sense of fairness, good judgment, and a high degree of personal integrity.

Qualification requirements include a Ph.D. or equivalent experience in a science or engineering discipline relevant to NSF's mission, plus six or more years of successful research, research administration, and/or graduate education administration experience. Candidates must be knowledgeable about graduate education, participate actively in the science and engineering community, have strong teamwork and collaborative skills, and have excellent oral and written communication skills.

Program Director positions recruited under this announcement will be filled under the following appointment option:

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. The individual remains an employee of the home institution, and NSF provides funding toward the assignee's salary and benefits.

For additional information about NSF's rotational programs, please see "ROTATIONAL PROGRAMS FOR SCIENTISTS, ENGINEERS AND EDUCATORS" on the NSF website at http://www.nsf.gov/about/career_opps.

Applicants should send a copy of their CV and a cover letter explaining the reasons they are interested in the position. This letter should describe how their experiences fit with the position of program officer in DGE (referencing the CV), why this position would be of mutual benefit to NSF and to their institutions, and how they foresee this assignment benefiting their careers.

Application materials and questions should be sent to the Division of Graduate Education via email to EHRDGE@nsf.gov with "Program Officer Position" in the subject line. Applications may also be sent to:

Division of Graduate Education
National Science Foundation
4201 Wilson Boulevard, Suite 875
Arlington, Virginia 22230
Phone: 703 292 8630

NSF IS AN EQUAL OPPORTUNITY EMPLOYER COMMITTED TO EMPLOYING A HIGHLY QUALIFIED STAFF THAT REFLECTS THE DIVERSITY OF OUR NATION.