



National Science Foundation
4201 Wilson Boulevard
Arlington, Virginia 22230

BFA 14-001

Dear Colleague Letter: Acting Deputy Director, Large Facility Projects, Office of Budget, Finance and Award Management Detail Opportunity

The Office of Budget, Finance and Award Management (BFA) and the Large Facilities Office (LFO) is offering a detail opportunity to serve as the Acting Deputy Director, Large Facility Projects. This detail is open to all qualified NSF employees and IPA assignees currently working at NSF and will not exceed a total of one year in 120-day increments. 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" (OGE-278) in accordance with the Ethics in Government Act of 1978 at the beginning and completion of the detail assignment.

DUTIES

The Deputy Director, Large Facility Projects will oversee the day-to-day operations of the LFO function within BFA and overall responsibility for the business aspects of large facility projects. The incumbent will manage internal NSF oversight efforts of Major Research Equipment and Facilities Construction (MREFC) projects, and serve as a NSF-wide resource for project management.

In full consultation with appropriate members of the relevant NSF directorates and divisions, directs the development, initiation, and implementation of policies, guidelines and procedures for oversight of the design, construction and/or acquisition, testing and operation of large facility projects at awardee institutions and by contractors. Ensures the establishment of appropriate management arrangements for executing these activities both within NSF and at all off-site locations and directs the planning, review, evaluation and execution of business system reviews of facilities.

Participates with Program Managers in all activities involved with cost, schedule and management status reviews of large facility projects and evaluates progress for all such facilities.

Directs, supervises and administers all the activities of staff assigned to assist in the duties of this position in order to accomplish the mission and all functions in a timely, efficient and effective manner.

QUALIFICATIONS AND EVALUATION REQUIREMENTS

Your application will be evaluated on the extent and quality of your experience relevant to the duties of the position. If you are not currently serving in an SES position, we strongly encourage you to briefly address the government-wide Executive Core Qualifications (ECQ) listed below. A full definition of the ECQs can be found at: <http://www.opm.gov/policy-data-oversight/senior-executive-service/executive-core-qualifications/>.

- Leading Change
- Leading People
- Results Driven
- Business Acumen

- Building Coalition

HOW TO APPLY

Interested applicants should submit a resume or CV and are encouraged to include a brief narrative statement addressing his/her background in terms of the qualification and evaluation requirements above. Applications must be received by 11:59 PM on April 21, 2014. Applications may be submitted electronically to execsrch@nsf.gov or delivered to: Division of Human Resource Management, Executive Personnel, Room 315, ATTN: BFALFO.

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