



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

HRD 14-002

**Dear Colleague Letter: Division Human Resource Development (HRD) Directorate
for Education and Human Resources (EHR) Employment Opportunity
(Open Until Filled)**

January 31, 2014

Dear Colleagues:

The Division of Human Resource Development (HRD) announces a nationwide search for a rotator Program Director who will equally work in the Historically Black Colleges and Universities Undergraduate Program and Center for Research Excellence in Science and Technology Program at the National Science Foundation. The incumbent will also be expected to contribute to the work of the Tribal Colleges and Universities Program. Formal consideration of applications will begin on February 28, 2014 and will continue until selections are made.

The Division of Human Resource Development (HRD) serves as a focal point for NSF's agency-wide commitment to enhancing the quality and excellence of STEM education and research through broadening participation by historically underrepresented groups - minorities, women, and persons with disabilities. Priority is placed on investments that promise innovation and transformative strategies and that focus on creating and testing models that ensure the full participation of and provide opportunities for the educators, researchers, and institutions dedicated to serving these populations. Programs within HRD have a strong focus on partnerships and collaborations in order to maximize the preparation of a well-trained scientific and instructional workforce for the new millennium.

The Historically Black Colleges and Universities Undergraduate Program (HBCU-UP) is committed to enhancing the quality of undergraduate STEM education and research at HBCUs as a means to broaden participation in the nation's STEM workforce by providing awards to develop, implement, and study evidence-based innovative models and approaches for improving the preparation and success of HBCU undergraduate students so that they may pursue STEM graduate programs and/or careers. The Centers of Research Excellence in Science and Technology (CREST) Program provides support to enhance the research capabilities of minority-serving institutions through the establishment of centers that effectively integrate education and research. CREST promotes the development of new knowledge, enhancements of the research productivity of individual faculty, and an expanded presence of students historically underrepresented in science, technology, engineering, and mathematics (STEM) disciplines. The Tribal Colleges and Universities Program provides awards to Tribal Colleges and Universities, Alaska Native-serving institutions, and Native Hawaiian-serving institutions to promote high quality STEM education, research, and outreach.

NSF Program Directors bear the primary responsibility for carrying out the Agency's overall mission - to support innovative and merit-reviewed projects in basic research and education that contribute to the nation's technical strength, security and welfare. To discharge this responsibility requires not only knowledge in the appropriate STEM and education fields, but also a commitment to high standards, a

considerable breadth of interest in and receptivity to new ideas, a strong sense of fairness, good judgment, and a high degree of personal integrity.

HRD is interested in an individual who has the working knowledge and experience working with a diverse group of individuals, have expertise in one of the STEM disciplines or in STEM education or in promoting diversity in STEM with emphasis on broadening participation of underrepresented groups and institutional capacity building. The successful candidates will have the ability to provide leadership across NSF and in the external scientific community and will work with the TCUP and CREST Programs as well as other HRD Programs as needed.

Applicants should have a Ph.D. or Doctorate degree in a scientific discipline supported by the NSF, plus after award of the Ph.D., six or more years of successful research, research administration, and/or managerial experience that is relevant to the TCUP and/or CREST Programs and broadening participation in STEM. Ideal candidates must have significant experience in teaching and research at the undergraduate or graduate level, or in a community college environment, as well as demonstrated administrative experience in higher education. The individual selected must be able to interact on a peer basis with senior scientific and managerial personnel throughout NSF, other Federal agencies, academia, and the private sector.

Also desirable are knowledge of the general scientific community, excellent interpersonal skills and strong skills in written and oral communication skills. All appointees are expected to function effectively both within specific programs and as part of a team, contributing to and coordinating with offices throughout the Foundation and with other Federal and state government agencies and private sector organizations.

The position may be filled with one of the following appointment options:

Intergovernmental Personnel Act: 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. Initial assignments under IPA provisions may be made for a period up to two years, with a possible extension for up to an additional two-year period. The individual remains an employee of the home institution and NSF provides the negotiated funding toward the assignee's salary and benefits. Initial IPA assignments are made for a one-year period and may be extended by mutual agreement. For more information regarding an IPA assignment, visit our website.

Visiting Scientist Appointment: Appointment to this position will be made under the Excepted Authority of the NSF Act. Visiting Scientists are on non-paid leave status from their home institution and placed on the NSF payroll. NSF withholds Social Security taxes and pays the home institution's contributions to maintain retirement and fringe benefits (i.e., health benefits and life insurance), either directly to the home institution or to the carrier. Appointments are usually made for a one-year period and may be extended for an additional year by mutual agreement.

Temporary Excepted Service Appointment: Appointment to this position will be made under the Excepted Authority of the NSF Act. Candidates who do not have civil service 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, and life insurance) are applicable for appointments of more than one year. Temporary appointments may not exceed three years.

For additional information on NSF's rotational programs, please visit:

http://www.nsf.gov/about/career_opps/rotators/.

Applications accepted from US Citizens. Recent changes in Federal Appropriations Law require Non-Citizens to meet certain eligibility criteria to be considered. Therefore, Non-Citizens must certify eligibility by signing and attaching this [Citizenship Affidavit](#) to their application. Non-citizens who do not provide the affidavit at the time of application will be considered as an IPA only.

HOW TO APPLY

Applicants should indicate which program they are applying to within the cover letter and subject line of the email. Please submit a current CV and statement of interest to hrdrecruit@nsf.gov. For more information about these openings, you may send an inquiry to or contact Jermelina Tupas at jtupas@nsf.gov

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A HIGHLY QUALIFIED STAFF THAT REFLECTS THE DIVERSITY OF OUR NATION.**