



NATIONAL SCIENCE FOUNDATION
4201 WILSON BOULEVARD
ARLINGTON, VIRGINIA 22230

DGE 15-003

Dear Colleague Letter: Directorate for Education and Human Resources (EHR) Division of Graduate Education (DGE) Employment Opportunity (Open Until Filled)

August 28, 2015

Dear Colleague:

The NSF Division of Graduate Education (DGE) announces a nationwide search for a Program Director in the new NSF Research Traineeship (NRT) program. Formal consideration of interested applicants responding to this announcement will begin September 15, 2015 and will continue until the position is filled. The rotational assignment will be made for one year, and may be extended for an additional one to two years by mutual agreement. The positions will be filled as soon as possible with a start date of approximately January 1, 2016. The position of program director offers an extraordinary opportunity to help shape and guide a new NSF program designed to catalyze the development of new models for graduate education. Duties will include developing new solicitations, overseeing the merit review process, managing and planning the program budget, and providing portfolio stewardship.

One position is open for the following:

- One program director who will have primary duties with the NRT program, and will also contribute to stewardship of IGERT and GK-12 projects that are still active. We seek someone who has expertise in any one of the STEM disciplines or in STEM graduate education and workforce outcomes; substantive university administrative experience; or someone who has had a leadership role in training graduate students or managing graduate programs on a university campus. For information about this program see the NSF website at http://www.nsf.gov/funding/pgm_summ.jsp?pims_id=505015

The program director will also participate in other efforts to advance NSF's goals in graduate education and to carry out the Agency's overall mission. 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.

DGE has a leadership responsibility in NSF to develop programs that support graduate training, promote innovations, and build the knowledge base to inform improvements in graduate education in science and engineering. Applicants are encouraged to visit the NSF website at <http://www.nsf.gov> for information about NSF, the Directorate of Education and Human Resources, DGE, and the other programs managed by DGE, which currently include the Graduate Research Fellowship Program, Cyber Corps: Scholarship for Service Program, and the Project and Program Evaluation.

Qualification requirements include a Ph.D. in a relevant STEM discipline (science, technology, engineering or mathematics) or in STEM education or workforce outcomes or equivalent professional

experience; experience as a faculty member and/or administrator in graduate education; and six or more years of successful research, research administration, and/or managerial experience in academe, industry, or government.

The ideal candidate will be highly knowledgeable about current trends and challenges in graduate education; have experience mentoring graduate students; participate actively in the science and engineering community; have excellent organizational, teamwork, collaborative, and oral and written communication skills; and be able to serve as an effective spokesperson in the national science and engineering community. The individual selected is expected to function effectively within the NRT program and in teams, contributing to and coordinating with organizations in the Directorate, across the Foundation, and with other Federal and State government agencies and private-sector organizations, as necessary.

Program Director positions recruited under this announcement will be filled under the following rotational program:

Intergovernmental Personnel Assignment (IPA) 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 additional information on NSF's rotational programs, please see "Programs for Scientists, Engineers and Educators" on the NSF website at http://www.nsf.gov/about/career_opps/rotators/index.jsp.

Applications are 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.

Applicants should send a copy of their CV and a cover letter explaining which position they are applying for, and 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 "NRT 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.**