



NATIONAL SCIENCE FOUNDATION
4201 WILSON BOULEVARD
ARLINGTON, VIRGINIA 22230

EAR 17-001

Dear Colleague Letter: Detail Opportunity for Acting Section Head, Division of Earth Sciences (EAR), Directorate for Geosciences (GEO) (Closes: 11/14/2016)

November 3, 2016

Dear Colleague:

The Directorate for Geosciences is offering a detail opportunity to serve as the Acting Section Head, Division of Earth Sciences (EAR). **This detail is open to all qualified NSF employees and IPAs currently working at NSF and will not exceed 240 days 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 Acting Section Head serves as a member of the Division's leadership team, which is composed of the Division Director, two Section Heads, program support manager and operations specialist. The Acting Section Head works with the leader team in carrying out division-wide responsibilities such as strategic planning and management, performance appraisals, staff recruitment and supervision, and oversees the competitive review of proposals for awards and declinations. The responsibilities of the Acting Section Head include the coordination of activities with relevant organizations within the Foundation, other Federal agencies, community organizations and international partners.

QUALIFICATIONS

Professional/Technical Requirements: Ph.D. or equivalent professional experience, or a combination of education and equivalent experience in at least one of the Geosciences disciplines.

EVALUATION

Your application will be evaluated on the extent and quality of your experience relevant to the duties of the position. We encourage you to specifically address the Quality Ranking Factors below:

- 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 narrative statement addressing his/her background in terms of the qualification requirements and the quality ranking factors above. Applications must be received by 11:59 P.M. Eastern time on November 14, 2016. Applications may be submitted electronically to execsrch@nsf.gov or delivered to:

Division of Human Resource Management
Executive Services Section
Room 315

NSF Form 1232, Applicant Survey. We also ask that you complete and submit the [Applicant Survey Form](#). This will help NSF to ensure that our recruiting efforts are attracting a diverse candidate pool; it will be used for statistical purposes only.

CONTACT INFORMATION

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