



NATIONAL SCIENCE FOUNDATION  
4201 WILSON BOULEVARD  
ARLINGTON, VIRGINIA 22230

EEC 17-002

**Dear Colleague Letter - Internal Detail Opportunity for Acting Deputy Division Director, Division of Engineering Education and Centers, Directorate of Engineering (ENG) (Closes: 04/24/2017)**

April 18, 2017

Dear Colleagues:

The Directorate for Engineering is offering a detail opportunity to serve as the Acting Deputy Division Director, Division of Engineering Education and Centers (EEC). **This detail is open to all qualified permanent NSF employees 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 Deputy Division Director will assist the Division Director in developing overall goals and objectives and in the planning and direction of division activities. The incumbent will work as part of the management team in providing financial management and oversight, management of divisional human resources, management of divisional operations, coordination of special projects within the division and across the directorate and agency, and representation of division programs.

**Qualifications:**

**Professional/Technical Requirements:** Ph.D. or a combination of education and equivalent experience in at least one of the major disciplinary fields managed by the Directorate for Engineering.

**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 April 24, 2017. Applications may be submitted electronically to [execsrch@nsf.gov](mailto:execsrch@nsf.gov) or delivered to: Division of Human Resource Management, Executive Services Branch, Room 315.

**Contact Information:** Susanna Pack (703) 292-4368 or [spack@nsf.gov](mailto:spack@nsf.gov).

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