



NATIONAL SCIENCE FOUNDATION
4201 WILSON BOULEVARD
ARLINGTON, VIRGINIA 22230

EEC 17-003

Dear Colleague Letter: Division of Engineering, Education and Centers (EEC), Directorate for Engineering (ENG) - Employment Opportunity for Division Director Position (Open Until Filled)

June 9, 2017

Dear Colleague:

The Directorate for Engineering (ENG) announces a nationwide search to fill the position of Division Director, Division of Engineering, Education and Centers (EEC) through an assignment under the Intergovernmental Personnel Act (IPA). **Formal consideration of interested applicants will begin on July 17, 2017 and continue until a selection is made.**

The EEC Division integrates disciplinary basic research and education conducted in other divisions of ENG and across NSF, into strategic frameworks critical to addressing societal grand challenges and to promoting innovation. Research included in the EEC portfolio spans both the physical and life sciences and engineering, from materials to new device concepts, subsystems, and systems. Applications range across a wide spectrum, including energy, health care, telecommunications, nanoelectronics, manufacturing, civil infrastructure, the environment, information networks, and others. Also included are formal scholarly studies in engineering education and on how people learn, and investments in faculty, graduate and undergraduate students, post-doctoral scholars, and K12 teachers. More information about the EEC Division may be viewed at <https://www.nsf.gov/div/index.jsp?div=eec>

The EEC Division Director leads a team of program directors and administrative professionals in formulating and managing a broad portfolio of investments. The incumbent has managerial and oversight responsibilities for the effective use of division staff and resources in meeting organizational goals and objectives. The incumbent is expected to (1) direct the activities of the EEC Division; (2) contribute to Engineering Senior Management Team activities; (3) assess the needs and trends in research and education related to the Division's programs; (4) implement overall strategic planning and policy setting; (5) supervise and provide leadership and guidance to senior executive level EEC staff, program officers, administrative and support personnel; (6) determine funding requirements, prepare and justify budget estimates, balance program needs, and allocate resources; (7) oversee the evaluation of proposals and recommendations for awards and declinations; (8) represent NSF to relevant external groups; and (9) foster partnerships with

other divisions, directorates, Federal agencies, scientific organizations and the academic community.

The successful candidate will possess an established record of significant achievement in research administration, and increasing leadership responsibility in academe, industry or government. Additionally, the Division Director must be experienced and competent in technical, financial and administrative management. The incumbent must work well with people, be an effective communicator, and be committed to continuously develop the diversity of talents and skills of the team.

The Qualification Requirements of the position are listed below:

Executive/Managerial Requirements

1. **Leading Change.** Demonstrated ability to bring about strategic change, both within and outside the organization, to meet organizational goals. Includes the ability to establish an organizational vision and to implement it in a continuously changing environment.
2. **Leading People.** Demonstrated ability to lead people toward meeting the organization's vision, mission, and goals. Includes the ability to provide an inclusive workplace that fosters the development of others, facilitates cooperation and teamwork, and supports constructive resolution of conflicts.
3. **Results-Driven Leadership.** Demonstrated ability to meet organizational goals and customer expectations. Includes the ability to make decisions that produce high-quality results by applying technical knowledge, analyzing problems, and calculating risks.
4. **Business Acumen.** Demonstrated ability to manage human, financial, and information resources strategically.
5. **Building Coalitions.** Demonstrated ability to build coalitions internally and with other Federal agencies, State and local governments, nonprofit and private sector organizations, foreign governments, or international organizations to achieve common goals.

Professional/Technical Requirements

1. Ph.D. or equivalent professional experience or a combination of education and equivalent experience in the area of engineering, engineering education or a closely related field.
2. Substantial research contributions and strong evidence of scholarship in engineering, engineering education, or a closely related field. Broad knowledge of diverse fields of science and their interdisciplinary impact on engineering.
3. Demonstrated innovative leadership in research administration and experience in engineering education and/or broadening participation in engineering

4. Broad understanding of universities and other institutions where engineering research and education is conducted. Knowledge of grant and contract administration, fiscal management, and budget preparation with experience in engineering research support.

Intergovernmental Personnel Act (IPA) Assignment: This position will be filled under provisions of the Intergovernmental Personnel Act (IPA). 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 of 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 funding toward the assignee's salary and benefits. Further information regarding IPA positions is available at https://www.nsf.gov/about/career_opps/rotators/ipa.jsp.

Application Instructions: Please submit a current CV accompanied by a cover letter or supplemental narrative that addresses the qualification requirements of the position. Applications should be transmitted electronically to execsrch@nsf.gov or mailed or delivered to the following address:

National Science Foundation
Executive Services Branch
Division of Human Resource Management
4201 Wilson Boulevard, Room 315
Arlington, VA 22230
ATTN : Sandra DeLeon
(703)292-7493

General professional inquiries should be directed to:
Dr. Clark Cooper
Acting Deputy Assistant Director
Directorate for Engineering
(703)292-8300
ccooper@nsf.gov

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