



National Science Foundation
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HRD 14-003

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

August 28, 2014

The Division of Human Resource Development (HRD) announces a nationwide search for rotator Program Directors who will work in the ADVANCE Program at the National Science Foundation as well as other HRD programs. Formal consideration of applications will begin on October 1, 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 goals of the ADVANCE program are (1) to develop systemic approaches to increase the representation and advancement of women in academic STEM careers; (2) to develop innovative and sustainable ways to promote gender equity in the STEM academic workforce; and (3) to contribute to the development of a more diverse science and engineering workforce. ADVANCE also has as its goal, to contribute to and inform the general knowledge base on gender equity in the academic STEM disciplines. ADVANCE projects support institutional transformation in STEM. STEM includes but is not limited to Arctic and Antarctic sciences, biological sciences, computer and information sciences, engineering, geosciences, mathematics, physical sciences, the learning sciences and social, behavioral and economic sciences. As such, the projects are considered team research and are often multi-institutional and multi-disciplinary.

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 and in promoting diversity in academic STEM with emphasis on broadening participation of underrepresented groups and institutional capacity building. The successful candidate will have the ability to provide leadership across NSF and in the external scientific community and will work with the ADVANCE Program 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 ADVANCE Program 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. The individual selected must be able to interact on a peer basis with senior scientific and managerial personnel throughout NSF, other Federal agencies, academia, university-level administrators and the private sector.

Also desirable are knowledge of the general scientific community, excellent interpersonal skills and strong written and oral communication skills. All appointees/assignees 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 provide a cover letter with ADVANCE Program in the subject line of the email. Please submit a current CV and statement of interest to hrdrecruit@nsf.gov. For more information about this opening, you may send an inquiry to or contact Dr. Joan Frye at jfrye@nsf.gov.

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