

**INTERNAL POSITION ANNOUNCEMENT**  
**Nevada System of Higher Education (NSHE)**  
**National Science Foundation EPSCoR Project Director**

**Title: Project Director NSF EPSCoR**

**Job Description:**

The project director plays a vitally important role to plan and implement National Science Foundation (NSF) Established Program to Stimulate Competitive Research (EPSCoR) Research Infrastructure Improvement (RII) programs in Nevada. This position leads the five-year RII Track-1 project with a budget of \$20 million in federal funding and \$4 million in state match. This position requires leadership in engaging multiple research-intensive institutions and a diverse array of undergraduate institutions, and facilitating collaborative research among dozens of research faculty, postdocs and graduate students. Regular travel (statewide, regional, and national) is required.

**Minimum Qualifications:**

- Associate Professor level or executive administrator and a current faculty member of an NSHE research institution (UNR, UNLV, or DRI) – full professors will be given preference;
- A Ph.D. in a Science, Technology, Engineering, Mathematics (STEM) or related field;
- A distinguished publication record in refereed scientific literature;
- Demonstrated success in obtaining peer-reviewed, competitive research funding from federal government agencies, particularly the National Science Foundation (NSF);
- Demonstrated experience in managing large multi-institutional research programs and teams;
- Experience serving on scientific, peer-review panels or as Program Officer/Manager of a federal agency overseeing research programs;
- Experience with NSF as a Principal Investigator, as an NSF employee, or in leading an NSF program. The individual should not be conflicted in working on an NSF program based on current job assignments;
- Experience working with multiple research-intensive institutions;
- Must not have significant research participation on an NSF EPSCoR Track-1 project while in the role of PD;
- Strong interpersonal skills, including ability to lead a diverse group across multiple disciplines;
- Ability to represent the project as a whole and all institutions involved rather than one's home institution;
- Strong communication skills to broader audiences;
- Evidence of diversity and inclusion activities;
- Ability to work with off-site personnel statewide;
- Must have own transportation and ability to travel via car and airplane; and
- Strong team management skills and the ability to build consensus.

**Preferred Qualifications:**

- If candidate holds an academic appointment, it is preferable that he/she be tenured or equivalent;
- Working knowledge of NSF programs, especially NSF's Established Program to Stimulate Competitive Research (EPSCoR) programs;
- Working knowledge of the nation's STEM education and workforce training directions and priorities;
- Working knowledge of state-wide capabilities and directions in research and STEM education; and
- Working knowledge of state priorities for economic development as identified in the Science and Technology Plan and the State Economic Development Plan.

**Responsibilities:**

The mission of NSF EPSCoR is to advance excellence in science and engineering research and education in order to achieve sustainable increases in research, education, and training capacity and competitiveness that will enable EPSCoR jurisdictions to have increased engagement in areas supported by NSF.

The Nevada EPSCoR office currently administers Nevada's NSF EPSCoR Track-1 Research Infrastructure Improvement (RII) award. In addition, a new proposal is under development for the next cycle of Track-1 (2020-2025) funding. The current Track-1 project began in June 2013, as a new five-year cooperative agreement with an annual renewal/reporting process and has been extended through 2019. The total award is \$20 million with a state match requirement of \$4 million.

The Project Director will report to his/her institutional supervisor (at UNR, UNLV, or DRI). This position requires direct communications with the Director of the System Sponsored Programs and Nevada EPSCoR Office. The NSHE Research Affairs Council (RAC) will provide performance evaluation feedback to the institutional supervisor annually. The Project Director will work with the staff of the Nevada EPSCoR office, the NSHE Research Affairs Council (as applicable) and NSHE faculty to accomplish the tasks listed below.

**1. Leadership:**

- a. As per NSF requirements, the Project Director is the lead PI on NSF EPSCoR Track-1 awards, providing financial, reporting, and evaluation oversight.
- b. Aligns system-wide NSF EPSCoR program activities with state and national priorities in STEM research and education. These priorities will target research development, economic development and workforce development priorities for the state and NSF.
- c. Engages and develops advisory committees (e.g., project external advisory committee) that will help guide program processes.
- d. Engages and effectively communicates with Nevada representatives on the EPSCoR Coalition and Foundation Boards.
- e. Engages with and effectively communicates with the Vice Presidents for Research at DRI, UNLV and UNR. Works closely with the NSHE Research Affairs Council.

- f. Engages the science PIs on implementation of Track-1 NSF EPSCoR projects.
  - g. Works with the NSF EPSCoR Project Administrator to ensure timely reporting to demonstrate progress toward and meeting of Track-1 project goals and objectives.
  - h. Effectively communicates with faculty and researchers at DRI, UNLV and UNR in building consensus related to projects and proposals.
  - i. Reports on the state-wide and the national program's efforts and outcomes to Nevada's elected officials (e.g., Governor's office, Senator's offices and Nevada's congressional delegation).
  - j. Works effectively with the NSHE System Sponsored Programs and EPSCoR Office in Las Vegas associated with the NSF EPSCoR program.
  - k. Facilitates the selection of research focal areas and leads the development of NSF EPSCoR Track-1 proposals.
2. Management:
- a. Budgets: Works with Project Administrator to ensure fiscal integrity of Track-1 funds and spending.
  - b. Evaluation: Provides oversight for retrieving, organizing, and synthesizing information for evaluation requirements; works with external evaluator.
  - c. Programming: Ensures efficient and effective processes for resource allocation and program reporting.
3. Represent and Serve:
- a. Represents Nevada's Track1- program to the national NSF EPSCoR program, the NSHE Board of Regents, all NSHE institutions, the NSHE Research Affairs Council, Nevada's economic development community, Nevada's State and Federal legislative delegation, and other NSF EPSCoR partners (e.g., the local school districts) as needed. These duties include annual NSF EPSCoR meetings in Alexandria, Virginia, as well as other meetings across the country.
  - b. Actively promotes the success of the NSF EPSCoR program within and outside Nevada, including developing promotional materials such as posters and presentations.

**Terms of the Appointment:**

The newly appointed Project Director will co-Lead the NSF EPSCoR Track-1 (Nexus) project at 40% FTE with the current Project Director (Gayle Dana; at 40% FTE) from October 15, 2018 to December 31, 2018. Starting January 1, 2019, the new Project Director will spend 40% of his or her time, on a 12-month basis (renewable and contingent on funding), as the sole lead of NSF EPSCoR Track-1 activities. Upon receipt of a new RII Track 1 project, (estimated 2020-2025), FTE may increase to 60% per year (renewable and contingent on funding). During the term of the appointment, salary may be provided from both federal funds and special projects match and subawarded to the home institution. The remaining 60% salary is provided by the successful applicant's home institution for teaching, administrative and/or research at that institution. The successful applicant for this position is expected to begin work on or about October 15, 2018.

The Project Director serves at the pleasure of the NSHE Research Affairs Council. The Council will provide performance feedback to the individual's institutional supervisor for the purpose of annual performance evaluations. The Council may terminate this appointment at any time upon a majority vote of the Council that termination of the appointment is in the best interest of the EPSCoR program. Following any such termination of the appointment, the faculty member will return to his/her home institution full-time and any portion of the faculty member's salary associated with the appointment shall cease. The faculty member, in consultation with his/her home institution shall be solely responsible for obtaining alternate funding to offset the portion of his/her salary associated with the appointment. This appointment is a temporary assignment and faculty members shall not have any vested interest in the salary or assigned duties associated with the appointment.

**Application Procedure and Deadline:**

Applications may be submitted until position is filled; however, to ensure full consideration, applications should be submitted by September 14, 2018 by 5:00 pm.

Application packets should be e-mailed directly to NSHE SPO/EPSCoR Director Marcie Jackson at [mjackson@nshe.nevada.edu](mailto:mjackson@nshe.nevada.edu).

Subject line should read: **[Applicant First Name\_Last Name]\_NSF EPSCoR PD.**

For questions or assistance, please contact Marcie Jackson at (702) 522-7079. An email will be sent to confirm receipt of your application by COB on September 14, 2018.

Applications must include:

- 1)** A Letter detailing interest in the position, including a complete description of relevant qualifications and work experience, and how his/her skillset and experience meet the requirements as set forth for the position per the areas described above under the Leadership, Management, and Represent and Serve Responsibilities (no more than six pages total);
- 2)** A curriculum vita with publication list; and
- 3)** Three professional letters of recommendation; one letter must be from your immediate supervisor at your current institution.

*The Nevada System of Higher Education is an Equal Opportunity/Affirmative Action employer and does not discriminate on the basis of race, color, religion, sex, age, creed, national origin, veteran status, physical or mental disability, and in accordance with NSHE policy, sexual orientation, in any program or activity it operates.*