Title: Associate Project Director NSF EPSCoR

Minimum Qualifications:
- Professor level, or above, and a current faculty member of a NSHE institution
- A Ph.D. in a Science, Technology, Engineering, Mathematics (STEM) or related field
- Demonstrated success in acquiring peer-reviewed, competitive research funding from federal government agencies, particularly the National Science Foundation (NSF)
- A distinguished publication record in refereed scientific literature
- Demonstrated experience in managing large multi-institutional research programs and teams
- Experience serving on scientific, peer-review panels or as a grant Program Officer/Manger
- Experience with NSF as a Principal Investigator, as an NSF employee, or in leading a NSF program
- Ability to work with off-site personnel statewide
- Strong interpersonal skills
- Must have own transportation and ability to travel via car and airplane

Preferred Qualifications:
- If candidate holds an academic appointment, it is preferable that he/she be tenured
- Working knowledge of NSF programs
- 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
- Knowledge of NSF Experimental Program to Stimulate Competitive Research (EPSCoR) programs
- 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 the NSF EPSCoR goals are:

- a. to provide strategic programs and opportunities for EPSCoR participants that stimulate sustainable improvements in their R&D capacity and competitiveness;
- b. to advance science and engineering capabilities in EPSCoR jurisdictions for discovery, innovation and overall knowledge-based prosperity.

Nevada currently has NSF EPSCoR Track-1 Research Infrastructure Improvement (RII), and Track-2 RII awards. In addition, the new pre-proposal solicitation for the next cycle of Track-1 2018-2023 is currently in development.
- The current Track-1 RII began in June 2013, as a new five-year cooperative agreement with an annual renewal/reporting process; total award is $20 million with a state match requirement of $4 million. It is expected that Nevada will submit a new Track-1 RII in 2017.
• The current Track-2 RII began in August 2013, as a new three-year cooperative agreement and Tri-State Consortium; will receive a no cost extension to expire July 2017; total award is $6 million ($2 million for Nevada).

The Associate Project Director will report to his/her institutional supervisor. This position requires direct communications with the NSF EPSCoR Project Director and the Director of the System Sponsored Programs and Nevada EPSCoR Office. The Associate Project Director will work with the NSF EPSCoR Project Director, staff of the Nevada EPSCoR office, the NSHE Research Affairs Council (as applicable) and NSHE faculty to accomplish the tasks listed below.

The Associate Project Director will have the following co-Leadership and administration duties:

a. Assists the Project with aligning 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.

b. Engages with the advisory committees (e.g. NV EPSCoR Advisory Committee, Project External Advisory Committee) that will help guide state-wide and/or program processes.

c. Engages the science PIs for NSF EPSCoR project(s).

d. Assist in the new Track-1 RII NSF EPSCoR pre-proposal process.

e. Mentors and helps to facilitate progress on funded projects, working with the NSF EPSCoR project administrator to ensure timely reporting to demonstrate progress toward and meeting of project objectives.

f. Assists with providing oversight to ensure successful implementation of the current NSF EPSCoR awards, including oversight of the component leaders and budget.

g. Assists the Director in providing financial/budgetary responsibility to ensure efficient and effective processes.

h. Provides oversight for retrieving, organizing, and synthesizing the necessary information for evaluation requirements; works with external evaluator.

i. Provides oversight for retrieving, organizing, and synthesizing the necessary information to construct required annual and final reports, as well as ensure information is accurate and reports are submitted on time.

j. Provides oversight of internal competitions specified in the proposal (e.g., new faculty support, graduate fellowships, and undergraduate research awards) in a manner consistent with the policies of the NSHE Research Affairs Council.

k. Works effectively with the program staff housed at NSHE System Sponsored Programs & EPSCoR Office in Las Vegas associated with the NSF EPSCoR program.

l. Actively promotes the success of the NSF EPSCoR program within and outside Nevada, including developing promotional materials such as posters and presentations.

m. Provides support and leadership to the process of selecting focal areas and ultimately writing NSF EPSCoR RII proposals.

n. 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).

The Associate Project Director will represent and serve in the following ways:

Represents Nevada’s NSF EPSCoR program to NSF, the national 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 by
the NSF EPSCoR program. These duties include regular NSF EPSCoR meetings in Washington, D.C. each year, as well as other meetings across the country.

Terms of the Agreement:
The Associate Project Director will spend his or her time, on a 12-month basis, co-leading Nevada NSF EPSCoR activities at 25% effort (January 2017 - June 2018) provided from both federal funds and special projects match and subawarded to their host institution. The remaining salary is provided by the successful applicant’s host institution for teaching, administrative and/or research at that institution. The successful applicant for this position is expected to begin work on or about January 1, 2017. It is expected that the Associate Project Director will act in this role for a limited time, until July 2018, at which time the Associate Project Director would transition directly into the next NSF EPSCoR Project Director position on the Track-1 RII 2018-2023 project. Increased effort would be adjusted to 60% for the life of the project, so the applicant should be aware of the long-term administrative/leadership requirements of this position. This position is contingent on funding.

Application Procedure and Deadline:
Applications will be accepted until 5:00 pm, Friday, August 12, 2016.
Application packets should be e-mailed directly to Mrs. Lori Brazfield - Lori_Brazfield@nshe.nevada.edu.

Subject should be: [Applicant First Name_Last Name]_NSF EPSCoR APD.
Contact phone number (702) 522-7080. An email will be sent to confirm receipt of your application by COB on August 15th.

Applications should include:
  1) Letter detailing these areas (no more than five pages total for #1a-c):
     a. Interest in the position and discuss how his/her skillset and detailed experiences meeting the requirements as set forth for the position per:
        Co-Leadership/Administration and Represent and Serve;
     b. Summary of prior/current NSF activities and research; and
     c. Experience and/or knowledge of NSF EPSCoR programs;
  2) A 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.