



Senior Scientific Advisor to the Deputy Director for Extramural Research Office of Extramural Research National Institutes of Health

The National Institutes of Health (NIH) Office of Extramural Research (OER), located in the Immediate Office of the Director, is seeking a senior scientific advisor (SSA) to the deputy director for extramural research (DDER). This is a vital position within OER that will undertake and provide leadership and expertise regarding issues affecting national and international biomedical research policy. Bringing the appropriate people from across the NIH to coalesce around critical matters requiring immediate response, with the flexibility to move quickly from one issue to another with independence and authority is an integral function of this position.

On behalf of the DDER, the SSA is responsible for the oversight and management of highly complex, cross-cutting, and sensitive assignments that include serving on trans-NIH institute and center (IC) activities to help formulate, implement, and evaluate relevant extramural programs, policies, procedures, and priorities; representing NIH on government-wide committees, task forces, and working groups; developing plans for future initiatives and preparing and/or presenting position papers on major extramural policies and research administration issues; and, direct engagement in legislative issues including actual testimony and the preparation of legislative testimony for use by the NIH Office of the Director.

To accomplish these duties, the candidate must possess a strong biomedical workforce diversity and inclusion policy background and have extensive expertise in research administration and management. The position also requires an individual who has strong interpersonal skills and is a critical thinker who can provide expert advice and counsel to the DDER. In addition, the candidate must have the ability to gain support of constituents, both internal and external to the NIH, on key biomedical research administrative and science policy issues that may have competing interests.

This SSA is a critical and integral member of OER responsible for providing leadership for grants policy affecting NIH's research grants enterprise; all facets of grant administration including application submission, peer review, programmatic and grants management; electronic research administration; program evaluation; and, related activities at the majority of NIH ICs and at thousands of stakeholder organizations. The SSA is the conduit between NIH ICs, the Department of Health and Human Services (HHS), the Office of Management and Budget, the White House, and the grantee institutions conducting biomedical research.

The SSA serves as one of the primary focal points for grantees and NIH staff to understand and navigate the myriad of federal, departmental and agency grant policy issues impacting biomedical

research. The incumbent often engages the research and NIH communities on major issues of critical importance to the advancement of science, policies concerning biomedical workforce diversity and the inclusion of diverse populations in NIH-supported research, and highly sensitive and complex biomedical research issues.

Given the high visibility and leadership responsibilities of this position, the SSA has authority to speak on behalf of the DDER and to commit the DDER and OER to courses of action on extramural policies and issues having national and international impact on the biomedical research community.

To learn more information about the OER, please visit <http://grants.nih.gov>.

Applicants must possess a Ph.D., M.D. or equivalent doctorate degree in health-related research or a related scientific discipline with broad senior-level experience in biomedical workforce research or research training. Applicants should be known and respected within their profession, both nationally and internationally, as distinguished individuals of outstanding competence. The SSA will be appointed under Title 42(f) at a salary commensurate with qualifications. The work site location is the Washington, D.C. suburb of Bethesda, Maryland.

Applications will be accepted April 1-14, 2015. To be considered for this position, you must submit your curriculum vitae, bibliography, supplemental narrative statement that addresses the required qualifications, and the full contact details of up to five references by mail to Ms. Tamla Ransford, National Institutes of Health, Office of Extramural Research, 6705 Rockledge Drive, MSC 7986, Suite 5016, Room 5110, Bethesda, MD 20892 (or 20817 for overnight delivery services) **OR** by email to T42OER@od.nih.gov. For additional information, contact Ms. Tamla Ransford at 301-451-7784. All applications must be postmarked by the closing date.

HHS and NIH are equal opportunity employers