

# Deputy Director of the Division of Extramural Activities

The National Institute of Allergy and Infectious Diseases (NIAID) is one of the largest Institutes of the world-renowned National Institutes of Health (NIH). With a budget approaching \$4.5 billion annually, NIAID supports and conducts basic, applied, and clinical research to better understand, treat, and prevent infectious, immunologic, and allergic diseases. The Division of Extramural Activities (DEA) oversees grants, contracts, peer review, and extramural policy and information dissemination for NIAID. DEA also directly supports extramural research through research training and career development programs, small business research awards, and international extramural activities in the areas of allergy, immunology, transplantation, and infectious diseases.

## DEA seeks applications from exceptional candidates for the position of deputy director of DEA.

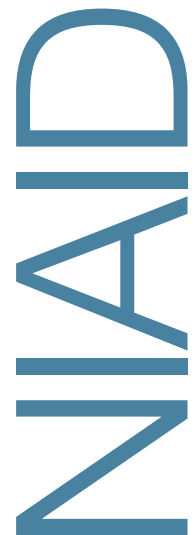
The selected candidate will serve as deputy to the DEA director and fully share responsibility for managing DEA's grants, contracts, peer review, and policy functions. In collaboration with the director, the deputy participates in the planning, administration, development, and evaluation of DEA's research management programs and in directing, overseeing, and evaluating DEA's ongoing activities through subordinate supervisors, project leaders, program specialists, and contract employees. The deputy also has full responsibility to manage the DEA units and staff responsible for coordination of training and career development programs, small business innovative research, and international extramural research policies. The deputy represents the division at NIAID, NIH, national, and international meetings and conferences; makes scientific policy presentations at scientific/medical meetings; and serves as a key advisor to the directors of DEA and NIAID. The chosen candidate must have the ability to encourage participation and partnering with public and private/commercial entities to transition basic research knowledge into the development of products that will improve human health in the United States and globally.

Applicants must have an M.D., Ph.D., or equivalent degree, be a U.S. citizen, and exhibit a broad scientific management vision; an ability to lead staff; an outstanding ability to communicate with diverse audiences; flexibility in responding to multiple and rapidly emerging issues; and a demonstrated expertise in supervision and management of a broad and complex biomedical research program encompassing one or more of the following areas: biomedical research relevant to the NIAID mission, research training and career development, international research collaborations, or small business biotechnology research development. The chosen candidate will possess the supervisory, project management, interpersonal, and oral and written communication skills required to interact effectively with staff, representatives of academia, private industry, national and international research and health organizations, other units of NIH, the media, and the general public.

Candidates must be familiar with both standard university grantee processes as well as private laboratory and small business organizations with regard to conduct and management of complex biomedical research projects and training programs. They must have a clear understanding of regulatory requirements pertaining to such things as use of animals, human subjects, infectious agents, and other biohazards. Familiarity with research program initiative development, clinical regulatory affairs, and intellectual property issues, either as an NIH grantee or program director, would be a plus.

Salary is commensurate with experience, and a full package of benefits is available including retirement, health and life insurance, long term care insurance, leave, and savings plan (401K equivalent). Provide curriculum vitae, bibliography, and a three-page summary explaining 1) your vision of extramural research, 2) your reasons for being interested in the position, and 3) the specific leadership skills and experience you would bring to NIAID to Ms. Theresa D. Shrader, 6700B Rockledge Drive, Room 2145, Bethesda, MD 20892-7610 (FedEx: Bethesda, MD 20817). The application review process will begin **April 14, 2012**. Direct inquiries to Ms. Shrader at 301-496-3795 or [tm25k@nih.gov](mailto:tm25k@nih.gov).

To learn more about NIAID and how you can play a role in this exciting and dynamic research organization, visit us on the Web at [www.niaid.nih.gov/careers/j](http://www.niaid.nih.gov/careers/j).



National Institute of Allergy and Infectious Diseases



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