

Center Director, Southern Regional Research Center
ES-0401, ES-0801, ES-1301
SES Career Reserved

I. INTRODUCTION:

The incumbent serves as Southern Regional Research Center (SRRC), Center Director, Southeast Area. The SRRC Director will supervise a staff of 156 permanent employees including 42 research scientists. The Director's Office will manage \$21 million in base funds and oversee implementation of 16 research projects. The Center Director will coordinate with the Director, Southeast Area (SEA) in planning, coordinating, and evaluating overall research programs for the Center and will provide leadership and operational accountability within the Center.

II. MAJOR DUTIES AND RESPONSIBILITIES:

1. Serves in a fully participating leadership role for the planning and program development of the overall research missions, goals, and policies for the Center. This involves the interpretation and adaptation of broad program and policy objectives, and a wide variety of difficult and important decisions regarding program capabilities in relation to resource availability.
2. Reviews and evaluates the effectiveness of program operations in terms of long- and short-range objectives and time schedules, utilization of resources, qualitative research output, and other related considerations.
3. Keeps the Area Director fully informed of program-related considerations having significant bearing upon the planning, development, and administration of research programs. Identifies new problem areas acquiring attention and recommends approach to be taken, i.e., in house, extramural, cooperative endeavor, or regional multidisciplinary attack. Recommends curtailment of unproductive research programs or approaches.
4. Participates with the Area Director, the Administrator and staff, and other research program leaders in developing criteria for budgetary priorities and projections; provides leadership in developing and coordinating program research projections; evaluates and consolidates budgetary requests, and recommends and supports such requests.
5. Fosters and develops cooperative research relationships with State, local and private agencies in an effort to complement, supplement, and otherwise enlarge the research capability of the Center programs within the parameters of authorized scientific missions and goals.

6. Develops and directs programs of multidisciplinary research through program leaders, and provides continuing vigilance over the application of policies and procedures concerned with the selection, development, and utilization of the scientific staff and associated support personnel.

III. KNOWLEDGE REQUIREMENTS:

The incumbent must exercise unusual initiative in the initiation, development, execution and evaluation of the wide variety of specialized and complex research projects executed by the scientific staff and in collaboration with other agencies or with public and private institutions. The necessity of making decisions having very important consequences requires a very high order of technical and administrative judgment.

A comprehensive knowledge of the missions, goals, and objectives of the Center programs in order to establish goals and priorities and assess resources needed to accomplish goals. A comprehensive and broad knowledge of the full range of administrative laws, policies, regulations and precedents is required to manage the full range of the Center's operations including Budget execution, Civil Rights Laws, and Human Capitalization supervision.

IV. SCOPE AND EFFECT OF WORK:

The varied research programs implemented by the Center Director are of national and sometimes international importance. The actions and decisions of the incumbent are highly significant as they contribute to the organizational effectiveness of the Agency research programs.

The authority of the incumbent to make technical decisions and to speak for the Agency in relation to the Center's programs is subject only to administrative review of the Area Director and the Administrator. The incumbent has authority to formulate and implement operating policies and procedures tailored to the Center's needs, and is fully accountable for the effectiveness with which the work is carried out. Incumbent is responsible for attaining maximum research output within financial resource, human resource, and related limitations. Makes recommendations having direct effect on the conduct, intensification, extension, and termination of broad research investigations; and recommends the initiation of new research that will show promise in priority areas.

This position requires the ability to meet and elicit the cooperation of officials of State Experiment Stations, heads of university departments, managers or representatives of other agencies, institutions, and clientele organizations, members of state and local legislatures, as well as associates and subordinates. Contacts are necessary to establish and maintain effective relationships in the operation of cooperative research.

The Center Director meets as needed with other Center Director's, Agency managers, stakeholders, and research partners to discuss, plan, establish and evaluate research projects involving the Center. Fosters and maintains contact with other governmental and private research institutions for the purpose of keeping informed about research needs and developments.

V. RESPONSIBILITY FOR THE WORK OF OTHERS:

Coordinates, recommends or approves the overall program planning of research leaders upon whom rests responsibility for the organization and direction of the research programs. Assigns responsibilities, delegates authority, determines operating policies, exercises general direction over the work, and is responsible for the review of operations to assure the attainment of program objectives.

The Department and its agencies are committed to affirmative implementation of EEO plans of Action and applicable civil rights provisions. It is the responsibility of the incumbent to assure that equal opportunity is extended to all candidates for employment, all employees under his/her supervision, and all beneficiaries of pertinent programs under his/her management. Equal opportunity in employment and for employees supervised should include: full consideration of eligible minority group members and women in filling vacant positions; holding individual and group meetings to communicate EEO and program missions; providing career counseling and orientation; enhancing career opportunities through training and development, job redesign and similar techniques; and ensuing full consideration of these employees in recommending promotions, awards, and other forms of special recognition.

VI. SUPERVISION AND GUIDANCE RECEIVED:

The incumbent is under the general supervision of and reports to the Area Director. There is delegation of authority in coordinating and directing the Center research programs. Supervision is in the form of overall guidance insofar as policies are concerned, counsel as to objectives and goals of particular programs, and approval of plans and policies developed or initiated by the incumbent. Other guidelines are legislation, policies of the Agricultural Research Service and the Department, and technical developments of other Government or private research agencies.

Southern
Regional Research
Center

New Orleans, LA

	Includes worksite: Food and Feed Safety Research, Tuscon, AZ
Number of SY	42
Number of FTE	156
Other Gov. Employees in facilities	0
Number of Agreements	38
Soft Funds	.5m
Base Funds	21m
Total number of "D" Projects	16
Number of Buildings	23

Number of Research Units	6
Direct Supervision	9
Subordinate Supervisors	7



Job Title: Director, Southern Regional Research Center
Department: Department Of Agriculture
Agency: Agricultural Research Service
Job Announcement Number: AG-03-2016-0003

SALARY RANGE:

\$121,956.00 to \$168,670.00 / Per Year

OPEN PERIOD:

Monday, October 26, 2015 to Monday, November 23, 2015 , **TO BE RE-ANNOUNCED**

SERIES & GRADE:

ES-0801/1301/0401-00

POSITION INFORMATION:

Full-Time - Permanent

DUTY LOCATIONS:

1 vacancy - New Orleans, LA

WHO MAY APPLY:

All groups of qualified individuals

SECURITY CLEARANCE:

Secret

SUPERVISORY STATUS:

Yes

JOB SUMMARY:

Find Solutions to Agricultural Problems that Affect Americans Every Day, From Field to Table.

The Senior Executive Service (SES) is comprised of the men and women charged with leading the continuing transformation of the government. These leaders possess well-honed executive skills and share a broad perspective of government and a public service commitment which is grounded in the Constitution.

This position is in the SES, Career Reserved. USDA structures its SES positions into position levels. This is a Position Level 1 position with a salary range of \$121,956 - \$168,670 per year. Exceptions to the salary cap may be considered in certain circumstances. SES employees are also eligible to receive bonuses and performance-based awards. Selectee is subject to a one-year SES probationary period, unless already completed. Visit <http://www.opm.gov/ses/> (<http://www.opm.gov/ses/>) for additional information and benefits for SES employees.

If you would like to work for a premier agency focused on enhancing the quality of life for the American people by supporting production of agriculture; ensuring safe, affordable, nutritious and accessible food supply; forest and range lands; supporting sound development of rural communities; providing economic opportunities for farmers and rural residents; expanding global markets for agricultural and forest products and services; and working to reduce hunger in America and throughout the world, then the USDA is for you. To learn more about our Department, our exciting mission, vision and guiding principles, please visit

at <http://www.usda.gov> (<http://www.usda.gov/>). The position is located in the Agricultural Research Service. The Agricultural Research Service (ARS) is USDA's principal in-house research agency. ARS leads America towards a better future through agricultural research and information. To learn more about the agency, visit us at www.ars.usda.gov (<http://www.ars.usda.gov/>).

Please read the entire announcement and all the instructions before you begin.

TRAVEL REQUIRED

- 25% or Greater
- Travel is required to attend meetings, site visits, conferences, seminars, etc.

RELOCATION AUTHORIZED

- Yes
- A recruitment and/or relocation incentive may be recommended at the discretion of the hiring manager.

KEY REQUIREMENTS

- US Citizenship is required.
- Designated or Random Drug Testing required.
- Public Financial Disclosure Required (SF-278)
- Background Investigation and/or security clearance is required.
- Veterans preference is not applicable to the SES.
- A 1-year SES probationary period may be required.

DUTIES:

The incumbent serves as Southern Regional Research Center (SRRC), Center Director, Southeast Area. The SRRC Director will supervise a staff of 156 permanent employees including 42 research scientists. The Director's Office will manage \$21 million in base funds and oversee implementation of 16 research projects. The Center Director will coordinate with the Director, Southeast Area (SEA) in planning, coordinating, and evaluating overall research programs for the Center and will provide leadership and operational accountability within the Center.

Key duties and responsibilities include, but are not limited to:

- Serves in a fully participating leadership role for the planning and program development of the overall research missions, goals, and policies for the Center. This involves the interpretation and adaptation of broad program and policy objectives, and a wide variety of difficult and important decisions regarding program capabilities in relation to resource availability.
- Reviews and evaluates the effectiveness of program operations in terms of long- and short-range objectives and time schedules, utilization of resources, qualitative research output, and other related considerations.
- Keeps the Area Director fully informed of program-related considerations having significant bearing upon the planning, development, and administration of research programs. Identifies new problem areas acquiring attention and recommends approach to be taken, i.e., in house, extramural, cooperative endeavor, or regional multidisciplinary attack. Recommends curtailment of unproductive research programs or approaches.
- Participates with the Area Director, the Administrator and staff, and other research program leaders in developing criteria for budgetary priorities and projections; provides leadership in developing and coordinating program research projections; evaluates and consolidates budgetary requests, and recommends and supports such requests.

- Fosters and develops cooperative research relationships with State, local and private agencies in an effort to complement, supplement, and otherwise enlarge the research capability of the Center programs within the parameters of authorized scientific missions and goals.
- Develops and directs programs of multidisciplinary research through program leaders, and provides continuing vigilance over the application of policies and procedures concerned with the selection, development, and utilization of the scientific staff and associated support personnel.

QUALIFICATIONS REQUIRED:

MANDATORY TECHNICAL QUALIFICATIONS (TQ): You are required to respond to all TQ statements. You must address each TQ separately. TQ narratives must not exceed two (2) pages per TQ. Please give examples and explain the complexity of the knowledge possessed and the sensitivity of the issue(s) you handled.

1. Describe your executive level experience which demonstrates your knowledge of research methods related to chemistry, microbiology, genetics, chemical engineering, food technology, food safety, plant physiology, entomology, and related physical and biological sciences, in order to initiate, develop, execute and evaluate a wide variety of specialized and complex research projects.
2. Describe your executive level experience which demonstrates your knowledge of technology transfer processes, cooperative research programs, and user-oriented research planning.

EXECUTIVE CORE QUALIFICATIONS (ECQ): All applicants must submit written statements. Please Note: *Current career SES members, former career SES members with reinstatement eligibility, and SES Candidate Development Program graduates who have been certified by OPM do NOT need to address the ECQ's.*

ECQ1 – Leading Change; ECQ2 – Leading People (You must also describe your accomplishments in EEO and/or Civil Rights); ECQ3 – Results Driven; ECQ4 – Business Acumen; ECQ5 – Building Coalitions

You are required to respond to all ECQs and must address each ECQ separately. Each ECQ should contain at least 1-2 examples describing your level of responsibilities, scope and complexity of programs managed, and the results of your actions. **The total length of your ECQ statement must not exceed 10 pages using 1 inch margins and a 12 point font.** It is recommended that you limit your written statements to two (2) pages per ECQ with no more than 2 examples per ECQ. Additional information on the ECQs is available at <https://www.opm.gov/policy-data-oversight/senior-executive-service/executive-core-qualifications/> (<https://www.opm.gov/policy-data-oversight/senior-executive-service/executive-core-qualifications/>).

Fundamental Competencies: These competencies are the foundation for success in each of the Executive Core Qualifications; Interpersonal Skills, Oral Communication, Continual Learning, Written Communication, Integrity/Honesty, Public Service Motivation. The Fundamental Competencies are crosscutting; and should be addressed over the course of each ECQ narratives. It is not necessary for you to address the Fundamental Competencies directly as long as the narrative, in its totality, shows mastery of these competencies on the whole.

Please provide your examples using the C-C-A-R Model (Challenge/Context/Action/Results), as described below:

1. **Challenge:** Describe a specific problem or goal.
2. **Context:** Describe the individuals and groups you worked with, and/or the environment in which you worked to tackle a particular challenge (e.g., clients, co-workers, members of Congress, shrinking budget, low morale.)
3. **Action:** Discuss the specific actions you took to address a challenge
4. **Results:** Give specific examples of the results of your actions. These accomplishments demonstrate the quality and effectiveness of your leadership skills.

0401 – Natural Resources Management and Biological Sciences: Positions in this series require a bachelors or higher degree from an accredited college or university with a major study in biological sciences, agriculture, natural resource management, or allied disciplines pertinent to the work of the position to be filled. More information regarding qualifications and education requirements for this series may be found at: <https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0400/general-natural-resources-management-and-biological-sciences-series-0401/> (<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0400/general-natural-resources-management-and-biological-sciences-series-0401/>)

0801 – Professional Engineering:

Positions in this series require a degree in professional engineering. More information regarding qualifications and education requirements for this series may be found at: <https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0800/all-professional-engineering-positions-0800/> (<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/0800/all-professional-engineering-positions-0800/>)

1301 – General Physical Science:

Positions in this series require a degree: physical science, engineering, or mathematics that included 24 semester hours in physical science and/or related engineering science such as mechanics, dynamics, properties of materials, and electronics. More information regarding qualifications and education requirements for this series may be found at: <https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/1300/general-physical-science-series-1301/> (<https://www.opm.gov/policy-data-oversight/classification-qualifications/general-schedule-qualification-standards/1300/general-physical-science-series-1301/>)

Ph.D. in one of the aforementioned disciplines is desirable.

Failure to meet the basic qualification and education requirements, which include all Mandatory Technical and Executive Core Qualification factors automatically disqualifies you from further consideration.

HOW YOU WILL BE EVALUATED:

Applicants who meet the mandatory requirements, Technical and Executive Core Qualifications will be considered qualified for this position. Rating and ranking to determine the best qualified will be conducted by a board of experts and will be based upon consideration of the degree to which applicants meet the mandatory requirements as described in the announcement. Interviews and qualifications inquiries may be required.

If selected, you must be certified by an OPM Qualifications Review Board (QRB) before you can be appointed to the position, unless you are a current career SES, former career SES member with reinstatement eligibility, or SES Candidate Development Program graduate and have already been certified by OPM.

To view the application form, visit: <https://ses.usda.ntis.gov/cp/?event=jobs.previewApplication&jobid=A48239E6-C16C-4441-B161-A5390106140F> (<https://ses.usda.ntis.gov/cp/?event=jobs.previewApplication&jobid=A48239E6-C16C-4441-B161-A5390106140F>)

BENEFITS:

The Federal Government offers a comprehensive benefits package. Explore the major benefits offered to most Federal employees at: <http://www.opm.gov/healthcare-insurance/healthcare/enrollment/new-federal-employee-enrollment/> (<http://www.opm.gov/healthcare-insurance/healthcare/enrollment/new-federal-employee-enrollment/>)

OTHER INFORMATION:

Consideration for competitive selection for this position is open to all persons within the area of consideration who meet the basic qualifications. Race, color, age, national origin, gender, sexual orientation, political beliefs, religion, marital or family status, disability, and other non-merit factors will not be considered.

The 1993 Hatch Act Reform Amendments prohibit oral and written political recommendations for Federal jobs.

Male applicants born after December 31, 1959, must be registered with the Selective Service System before they can be employed by an executive agency of the Federal government. This requirement does not apply to Agency employees appointed before November 8, 1985.

All application forms are subject to the provisions of the Privacy Act and become the property of USDA.

Reasonable Accommodation: This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency at 301-504-4424. The decision on granting reasonable accommodation will be on a case-by-case basis. Persons with disabilities who require alternative means for communication or program information (Braille, large print, audiotope, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

HOW TO APPLY:

You must complete the online application and submit all required documents electronically by 11:59 p.m. Eastern Time (ET) on the closing date of this announcement. Assistance is available during business hours (normally 8:00 a.m. - 4:00 p.m., Monday - Friday). If applying online poses a hardship, please contact our office well before the closing date for an alternate method. All hardship hard-copy application packages with supporting documents must be received no later than noon on the closing date of the announcement in order to be entered into the system prior to its closing. This agency provides reasonable accommodation to applicants with disabilities on a case-by-case basis. Please contact us if you require this for any part of the application and hiring process.

REQUIRED DOCUMENTS:

Your application must include the following documents:

A complete application package will require the submission of:

1. **Resume – showing relevant experience and education. Please do not include pictures in your application package.**
2. **Completed Questionnaire (Assessment Questions) – Responses to the Technical and Executive Core Qualifications. Do NOT include your answers in the body of your USAJOBS resume, since they will be asked separately. However, you may upload your responses as a separate document (this is recommended).**
3. **SF-50 – Current & former federal employees should submit an SF-50 which shows your current (or most recent grade). Current Career Senior Executives and individuals with SES reinstatement eligibility must submit a copy of an SF-50 which shows career SES status.**

4. **Candidate Development Program Certificate** – individuals who have successfully completed and Office of Personnel Management (OPM) approved SES Candidate Development Program, submit a copy of your OPM certificate.
5. **Transcript** – This position has a positive education requirement, please provide a copy of your transcript to document the applicable degree(s) received.

AGENCY CONTACT INFO:

Rhonda Pratt
Phone: 301-504-4424
Fax: 301-504-4883
Email: rhonda.pratt@dm.usda.gov

Agency Information:
USDA, DM, OHRM, ERMD
5601 Sunnyside Avenue, Room 2-2138C
Beltsville,
20705
US
Fax: 301-504-4883

WHAT TO EXPECT NEXT:

All applicants will receive a notification email that your application package has been received. Final reviews will be performed after the announcement closes and timely notice(s) of the status of your application will be updated in your status account or emailed to you.

Control Number: 419529400

Close Print

[Back to top \(TopofPage\)](#)