



The Desert Research Institute (DRI) is the environmental research arm of Nevada's System of Higher Education (NSHE). With greater than \$50 million in annual revenue and ranking amongst the top 20 environmental research organizations in the US by the National Science Foundation, DRI strives to improve people's lives throughout Nevada and the world. At DRI, research activities and faculty salaries are funded almost entirely through competitively-awarded grants and contracts from federal, state, local, private, and international agencies. The State of Nevada, however, provides financial support for some administrative functions including this Executive Director position.

### About Division of Earth and Ecosystem Sciences (DEES)

The DEES supports a highly diversified research portfolio that includes biological, geological, and archaeological sciences. DEES' researchers come from a wide variety of scientific backgrounds but share a unifying interest in the causes, mechanisms, and history of environmental change over a range of spatial and temporal scales. DEES has approximately 50 faculty and support staff and 50 graduate research assistants and hourly employees. Approximately two-thirds of DEES' personnel are located at the Northern Nevada Science Center (NNSC) in Reno, and the remainder at the Southern Nevada Science Center (SNSC) in Las Vegas. DEES conducts more than \$10 million of research annually from a diversified sponsor portfolio, with an administrative operating budget of \$1.6 million.

The DEES Executive Director reports to the Vice President for Research (VPR). Although the successful candidate can have their primary office in either Reno or Las Vegas, frequent travel between the two main DRI campuses is expected, and most weeks will require at least some time spent at the Reno campus. The **primary function** of the DEES Executive Director is to manage, facilitate, and grow divisional research activities, faculty and staff. Executive Directors are expected to apply scientific team leadership, program development/implementation, and managerial skills as described in a few more detailed items below.

- Provide engaged and supportive direction to promote Divisional research capacity and professional development for faculty and staff.
- Interact with funding agencies to market DEES' capabilities, attract external research funds, and foster collaborative efforts with other institutions.
- Lead efforts in workforce planning and recruitment of top talent; develop strategies to enhance retention of faculty and staff through incentives that reward success.

### Interested applicants need:

- Ph.D. or equivalent graduate degree in archaeological, biological, Earth sciences, or a related field, or professional experience commensurate with an advanced degree.
- Broad understanding of earth and ecosystem sciences.
- Evidence of success in building and leading research programs in governmental, private sector, or university settings, with specific experience in institutions and/or agencies that are funded through competitively awarded grants and contracts.
- Evidence of significant scientific achievement including a record of peer-reviewed publications.
- Demonstrated strong interpersonal, collaborative, and written communication skills.
- Demonstrated experience in managing fiscal budgets for similar sized organizations.
- Evidence of management experience in supervising personnel, conducting performance appraisals, and managing conflict.
- Any applicant must be a citizen of the United States and be able to obtain and maintain both US Department of Energy "Q" and US Department of Defense Top Secret clearances, which may require a background investigation by the Federal government with possible subsequent re-investigations.

### Compensation and Benefits:

Starting salary is commensurate with experience and education. DRI offers a benefits package that includes health, dental, vision, life and long-term disability insurance; 13.25% matching retirement by DRI with a range of retirement options administered through TIAA-CREF; 16 hours paid annual and 16 hours paid sick leave per month, 11 paid holidays; and tuition reduction at NSHE institutions for employee, spouse and dependents. Additionally, there is no state income tax and no social security deduction.

### Conditions of Employment:

The successful candidate will be offered the position contingent upon passing a mandatory test for the absence of any illegal drugs as defined in 10 CFR 707.4 as well as satisfactory credit, criminal and background checks.

Learn more about DRI at: <http://www.dri.edu>

Review of applications will begin immediately and continue until the position is filled; however, **priority will be given to applications received by April 15, 2014**. Applications will be treated confidentially until the final stages of the search process. References will be contacted at a later date with the permission of the applicant.

Visit <http://jobs.dri.edu> for complete details and how to apply online.