

**Department of Health and Human Services  
National Institutes of Health  
National Institute of Diabetes and Digestive and Kidney Diseases  
Bethesda, MD**

**Deputy Director, Division of Diabetes, Endocrinology, and Metabolic Diseases (DDEMD)**

**Overview** - The National Institute of Diabetes and Digestive and Kidney Diseases (NIDDK), National Institutes of Health (NIH) is seeking a **Deputy Director of the Division of Diabetes, Endocrinology and Metabolic Diseases (DDEMD)**. The DDEMD, an extramural division of NIDDK, supports and provides leadership for research on the causes, prevention and treatment of diabetes and its complications, as well as other endocrine and metabolic diseases. The division consists of approx. 30 senior professional Health Science Administrators of levels GS13-15 or T42(f) who serve as Program Directors or Senior Scientific Advisors for approximately 50 research programs of national and international scope totaling approx. \$780 million annually. The Division, which is mandated by the authorizing legislation which created NIDDK, is responsible for maintaining a research program in diabetes, endocrinology, and metabolic diseases. This is a leadership position and is a part of the NIDDK Senior Leadership team, reporting to the DDEMD Division Director (Scientific Executive) and ultimately to the Director of NIDDK.

Duties as outlined will include providing guidance to and facilitation of the three major divisional scientific working groups which comprehensively address the entirety of the DDEMD's research mission. The Clinical Advancement based on Research Evidence (CARE) scientific working group addresses clinical/translational research, the Basic Science and Integrative Concepts (BASIC) scientific working group addresses basic science/pre-clinical research, and the Growth and Advancement of Researchers in Diabetes & Endocrinology (GARDEN) scientific working group addresses the development of programs to advance the training/career development of the diabetes, endocrinology and metabolic diseases present and future workforce. The incumbent will meet regularly with the three scientific working groups and work closely with the Chairs/Co-chairs and will oversee scientific initiative development and data science analysis to address divisional scientific priorities and direction. Duties will also consist of advising the division director on the development, implementation, and evaluation of initiatives.

The Deputy Director will provide guidance and will evaluate the design of all research activities of the division that include emerging fields of biomedical research and new technology approaches (e.g., data science) for the division's research portfolio. The division's research programs include comprehensive clinical and basic science consortia and resource platforms. These large complex initiatives involve the creation and utilization of high dimension datasets, including genomics, microbiome, metabolomics, deep clinical and social phenotyping, and

more. In collaboration with DDEMD leadership, the Deputy Director of this office is responsible for incorporating data science and focusing heavily on scientific evaluation of all Biomedical Research activities and strategic direction on the basic, clinical, and translational research efforts of the division.

The incumbent will oversee the creation and management of data to inform and advise on DDEMD specific strategic planning and implementation. This will include data driven specific portfolio analyses of biomedical research, assessing workload and bandwidth and scientific evaluation of research funding opportunities. The incumbent will also be expected to lead relevant trans-NIH activities that involve the extramural community across the nation and in the international arena.

Other duties for the position will include:

- Overseeing and evaluating the coordination of DDEMD/NIDDK stakeholder data requests with appropriate NIDDK OD offices.
- Overseeing the division's Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) programs. Duties include analytical review of applications, overseeing committee review of applications, and providing funding recommendations.
- Managing a small scientific portfolio as program director based on scientific expertise, as well as the direction and priorities in the division.
- Helping direct divisional activities, the Deputy Director will have a supervisory role and manage the administrative budget of the division, including preparation of the yearly budget of approx. \$1M/year.

The position will be located in Bethesda, MD and will be based in the extramural division of DEM. It will not include support for the candidate to have a lab or clinical research program as a Principal Investigator in the intramural division of NIDDK.

**How to Apply** - Interested candidates should submit a curriculum vitae and a DEI (Diversity, Equity, Inclusion) statement via e-mail to Ryan Gonzales – [ryan.gonzales@nih.gov](mailto:ryan.gonzales@nih.gov). The DEI statement should indicate how you have promoted diversity, equity, and inclusion, describing your mentoring and outreach activities, especially those involving women and persons from racial/ethnic or other groups that are underrepresented in biomedical research (not to exceed two pages). Candidates selected to advance to the interview stage will be expected to submit 3 letters of reference. For further information about the position, please contact the Search Committee Chair: Dr. Matthew Portnoy – [matthew.portnoy@nih.gov](mailto:matthew.portnoy@nih.gov).

**Review of applications will begin on or about January 15, 2024, but applications will be accepted until the position is filled.**

**SALARY/BENEFITS:** This position will be filled under The Silvio O. Conte Senior Biomedical Research and Biomedical Product Assessment Service (SBRBPAS), SBR appointment. The Silvio O. Conte Senior Biomedical Research and Biomedical Product Assessment Service (SBRBPAS) is a mechanism to recruit and retain outstanding and qualified scientific and technical experts in the fields of biomedical research, clinical research evaluation, and biomedical product assessment. Salary is competitive and will be commensurate with the qualifications and experience of the candidate. Full Federal benefits will be provided, including retirement, health and life insurance, long-term care insurance, leave, and a Thrift Savings Plan (401K equivalent). A recruitment or relocation bonus may be available, and relocation expenses may be paid.

**EQUAL OPPORTUNITY EMPLOYMENT:** Selection for this position will be based solely on merit, with no discrimination for non-merit reasons such as race, color, religion, gender, sexual orientation, national origin, political affiliation, marital status, disability, age, or membership or non-membership in an employee organization. The NIH encourages the application and nomination of qualified women, minorities, and individuals with disabilities.

**STANDARDS OF CONDUCT/FINANCIAL DISCLOSURE:** The NIH inspires public confidence in our science by maintaining high ethical principles. NIH employees are subject to Federal government-wide regulations and statutes, as well as agency-specific regulations described at <http://ethics.od.nih.gov/default.htm>. We encourage applicants to review this information. The position is subject to a background investigation and requires the incumbent to complete a public financial disclosure report prior to the effective date of the appointment.

**FOREIGN EDUCATION:** Applicants who have completed part or all of their education outside of the U.S. must have their foreign education evaluated by an accredited organization to ensure that the foreign education is equivalent to education received in accredited education institutions in the United States. We will only accept the completed foreign education evaluation. For more information on foreign education verification, visit the National Association of Credential Evaluation Services (NACES) website. Verification must be received prior to the effective date of the appointment.

**REASONABLE ACCOMMODATION:** NIH provides reasonable accommodations to applicants with disabilities. If you require reasonable accommodations during any part of the application and hiring process, please notify us. The decision on granting reasonable accommodation will be made on a case-by-case basis.

**DO NOT INCLUDE YOUR BIRTH DATE OR SOCIAL SECURITY NUMBER ON APPLICATION MATERIALS.**

DHHS and NIH are Equal Opportunity Employers and encourage application from women and minorities.