

Vacancy Announcement
Department of Health and Human Services
National Institutes of Health

DIRECTOR, NATIONAL LIBRARY OF MEDICINE

THE POSITION: The National Institutes of Health (NIH) is seeking exceptional candidates for the position of Director, National Library of Medicine (NLM). NLM is one of 27 Institutes and Centers (ICs) at NIH, with a mission to assist the advancement of medical and related sciences and to aid the dissemination and exchange of scientific information and data important to the progress of medicine and to public health. An international leader in information science and data innovation, NLM supports and conducts research, development, and training in biomedical informatics, computational biology, data science, data standards, biomedical communications, and health information technology. Scientists, health professionals, and the public rely on robust, uninterrupted, and accessible NLM digital resources such as PubMed, ClinicalTrials.gov, and the National Center for Biotechnology Information (NCBI) data resources, among others. To support its mission, NLM has a budget of \$495 million and a workforce of approximately 1,551 staff, including 644 FTEs (government employees); 829 contractors; 39 Fellows, Special Volunteers, Guest Researchers, and Commissioned Corps Officers.

This position offers a unique and exciting opportunity for an exceptional leader to provide overall executive direction and scientific leadership to transform NLM into an epicenter for health-related data science and be a convening hub relevant to data science and analytics and training at NIH. This will require strengthening or building partnerships within NIH, other Federal agencies, data and AI companies, and integration organizations. The Director of NLM serves as a principal advisor to the NIH Director concerning matters related to biomedical informatics, data science, and access to biomedical information in partnership with the NIH Office of Data Science Strategy and the Center for Information Technology. The NLM Director will oversee NLM's operation and management, including being responsible for the world's preeminent biomedical library and for electronic information and data resources that are used billions of times each year by millions of people and thousands of computer systems worldwide. In exercising their responsibilities for program planning, implementation, and evaluation, the Director works with and seeks the advice of a wide range of groups within the scientific and information management communities, including investigators, institutions, scientific societies, libraries, and relevant commercial organizations. The Director also serves as the chairperson of the National Library of Medicine Board of Regents, the statutory external advisory body to NLM.

More information regarding the National Library of Medicine may be found at:
<https://www.nlm.nih.gov/>.

LOCATION: Bethesda, MD (NIH Main Campus)

REQUIRED QUALIFICATIONS: Applicants must possess an M.D. and/or Ph.D. or equivalent doctoral degree in the biomedical, computational, data sciences, and/or other related disciplines. A nationally/internationally recognized physician and/or scientist with experience and skill as a communicator in matters involving biomedical research in general is desired. Applicants must: exhibit a broad scientific vision, demonstrating skills in managing a large and complex biomedical research program and digital information systems and resources; have expertise and experience in data science; have the ability to lead and inspire staff with expertise in diverse scientific disciplines; have demonstrated experience in setting, planning, implementing, and analyzing program objectives and priorities; have the demonstrated ability to manage financial and human resources in conjunction with coordinating a research portfolio involving extensive internal and external collaborations; have the ability to serve as an authority on the development, implementation, management, and analysis of complex annual operating and program budgets with multiple funding categories; be a respected,

accomplished senior-level researcher with maturity, integrity, and outstanding communication and interpersonal skills; be experienced in giving presentations to scientific and non-scientific audiences and possess political savvy to interact with various audiences and the ability to handle conflicts and diffuse difficult situations. Key attributes include being a team player, being an innovative and strategic thinker, possessing skills to liaison and collaborate with representatives of other NIH Institutes and Centers, federal and non-federal agencies, international research organizations, professional societies, foundations, the media, and patient and other advocacy groups to establish research collaborations with not-for-profit organizations and industry partners. The individual must have experience in maintaining a productive work environment that meets workplace diversity, staff professional development, and monitoring objectives.

SALARY/BENEFITS: The Director, NLM will be appointed at a salary commensurate with the selectee's qualifications and experience and NIH salary guidelines. Full Federal benefits will be provided, including retirement, health and life insurance, leave, and savings plan (401(k) equivalent). A recruitment or relocation incentive may be available, and relocation expenses may be paid.

Please read the following guidance on [Selective Service](#) requirements.

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 National Institutes of Health 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 the [NIH Ethics website](#). We encourage you to review this information. The position 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 educational institutions in the United States. **We will only accept the completed foreign education evaluation.** For more information on foreign education verification, visit the <https://www.naces.org> 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 accommodation 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.

HOW TO APPLY: Applicants must submit a current curriculum vitae, bibliography (if not included in your curriculum vitae), and a photocopy of their doctoral degree. In addition, applicants are asked to prepare a supplemental narrative statement (no more than four pages) that addresses their vision for NLM, their qualifications and interest in the position, and include a description of mentoring and outreach activities in which you have been involved, especially those involving women and persons from racial/ethnic or other groups that are underrepresented in biomedical research to: **Lynnita Spears** at SeniorRe@od.nih.gov (301-402-4077) by the closing date noted below.

This position requires the selectee to be a U.S. citizen and be able to obtain and maintain a secret security clearance. If selected, you will be tested for illegal drug use prior to appointment and be subject to random, reasonable suspicion, and post-accident drug testing during employment. Employment is contingent upon a negative drug test result.

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

Applications must be received by 11:59 P.M. ET, Monday, July 1, 2024

DHHS, NIH, and NLM are Equal Opportunity Employers