



Title: Director III
Grade: P40
Working Title: Chief Research Officer
Supervisor: Adam Schwartz
Supervisor Title: Ames Laboratory Director
At –Will: Yes

JOB SUMMARY STATEMENT

The **Chief Research Officer** (CRO) is responsible for initiating, developing, and supervising the scientific divisions, institutes, and programs for Ames Laboratory, a Department of Energy national laboratory located in Ames, Iowa. In this capacity, the CRO will formulate and evaluate new initiatives that fall within our mission – to create materials, inspire minds to solve problems, and address global challenges – often emphasizing the cross-disciplinary collaborations with other DOE national laboratories, academia, and industry that have become the hallmark of the Laboratory. In conjunction with the director, deputy director, and scientific and operations leadership, the CRO will ensure that scientific programs are appropriately prioritized, budgeted, and scheduled within the overall Laboratory Strategic Plan. As member of the Executive Council, the CRO will oversee all research at Ames Laboratory and provide leadership for physics, chemistry, biology, and materials research.

The CRO will represent Ames Laboratory on a national level as a member of the National Laboratory Chief Research Officers (NLCRO) working group. The CRO has regular interactions with DOE regarding past, current, and future research efforts; administrators and scientists at Ames Laboratory and Iowa State University of Science and Technology (ISU) and at other national laboratories to facilitate interactions and collaborations; and researchers worldwide to initiate and enhance collaborations. With effective performance, the Laboratory will maximize its scientific capabilities within the DOE community, with other government funding agencies, and with industry.

Ames Laboratory is a \$50+ million laboratory located on the campus of Iowa State University of Science and Technology. The CRO oversees the scientific divisions and programs, which includes approximately 150 researchers (includes full-time scientists and Iowa State faculty scientists), 44 Postdoctoral Researchers, 17 support staff, and 195 students.



The CRO:

- Serves as a role model for staff by the demonstration of strong leadership skills, judgement with excellent communication and relationship-building skills at the senior executive level and with the scientific and operational staff, as well as equal proficiency in overseeing all aspects of research and innovation.
- Continuously assesses and identifies opportunities to strengthen the laboratory's core capabilities, the quality of the research conducted and its impacts, and the relevance of its research programs.
- Assists with the creation and overall accomplishment of the laboratory's strategic plan.
- Maintains a comprehensive working knowledge of the research business plans, strategy, organizational structure, and resources.
- Communicates Laboratory strategic vision and tactical direction to the division, institute, and program directors, group leaders, and the scientific staff.
- Manages strategic relationships with other leading research institutions, the NLCRO group, and other program directors and managers within the Department of Energy while leading and supporting Ames Laboratory's major goals and strategic initiatives.
- Ensures the strategic science goals of the laboratory are achieved and that the assigned laboratory goals and objectives as measured through the DOE Performance Evaluation and Measurement Plan (PEMP) are realized. Designates Division/Institute/Program Directors for management of personnel, safety, oversight of space and property, and fiduciary responsibilities within research programs.
- Ensures a safe work environment through walkthrough inspections of laboratory spaces, implements and conducts work observations, ensures training completion of all research staff, and allocates resources to address safety concerns and to maintain safe work environments.

DUTIES AND RESPONSIBILITIES

New Program Development

30%

- Investigates and evaluates new program thrusts based on current initiatives and current laboratory capabilities including core competencies, general resources, and facilities availability.
- Provides strategic vision and maintains a large network of academic and commercial contacts, both nationally and internationally.
- Provides synergy between the DOE Office of Science, DOE applied energy offices, and commercial entities to ensure practical applications are pursued and address the DOE and national requirements.
- Plans and coordinates responses to request for proposals, funding opportunity announcements, and broad area announcements research opportunities.



- Oversight of Ames Laboratory Basic Energy Sciences Research: 25%
- Serves as the point of contact with Basic Energy Sciences (BES).
 - Communicates research priorities and science highlights to BES leadership.
 - Works with BES leadership to ensure adequate resources are available for the success of all programs within the BES research portfolio.
 - Serves as the BES-Materials Sciences and Engineering Division (MSED) Laboratory Coordinator.
 - Conducts regular communication including monthly conference calls to inform MSED leadership of scientific accomplishments, research priorities, personnel changes, etc. that have significant impact on MSED research programs at the Laboratory.
 - Provides leadership and works closely with DMSE Director for development of the MSED research portfolio and provides guidance on the allocation of resources to ensure success of all DMSE programs.
- Management of Laboratory Directed Research and Development Program 10%
- Effectively manages Laboratory Directed Research and Development (LDRD) program, projects, and DOE requirements, reporting, and audits, while supporting strategic directions in science and mission.
 - Sets priorities for the LDRD program aligned with strategic directions and initiates call for proposals accordingly. Coordinates review of proposals and makes recommendations for selection to the Director.
- Ames Laboratory Scientific Representative 10%
- Represents Ames Laboratory at various DOE, industrial, and scientific meetings.
 - Participates as a member of the Chief Research Officer (NLCRO) group that provides vision and guidance to the National Laboratory Directors' Council.
 - Engages as a member of Laboratory's Executive Council providing vision and guidance to the Laboratory and the Director.
 - Participates in Big Ideas proposal development (and other national initiatives) identifying those opportunities where the Laboratory can contribute.
 - Serves as point of contact for National Lab Day on the Hill activities.
- Scientific Reviews 10%
- Coordinates external reviews for the Lab's scientific staff including selection of review committee composed of peers in the area of study.
 - Organizes and coordinates contractor review for the Laboratory's scientific programs.
 - Oversees scientific input for the Laboratory's annual performance report.



Environment, Safety and Health

10%

- Ensures a safe work environment through walkthrough inspections of laboratory spaces, implements and conducts work observations, ensures training completion of all research staff, and allocates resources to address safety concerns and to maintain safe work environments.

Other duties as assigned

5%

REQUIRED EDUCATION AND EXPERIENCE:

Bachelor’s degree and 10 years of related experience; OR a Master’s degree and 8 years of related experience; OR a Ph.D. or other professional degree and 5 years of related experience.

SUPPLEMENTAL REQUIRED EDUCATION AND EXPERIENCE:

- Research experience must be in the physical sciences or engineering fields.
- Demonstrated scientific credentials including experience in scientific and research management and a record of effective management in a major research/university setting.

PREFERRED EDUCATION AND EXPERIENCE

- A Ph.D. or other professional degree
- Additional years of experience
- A verifiable track record of leadership accomplishments as a senior-level leader who has proven understanding of interdisciplinary research and development, laboratory management, and governance and compliance.
- A successful track record of inspiring research, including the coordination and development of an innovative, diverse and inclusive culture to attract, recruit, and retain high performing employees and collaborators.
- An established record working with the Department of Energy Office of Science or Applied Energy Programs, or a similarly funded entity in a senior management role.



- A demonstrated ability to understand, communicate and convey excitement about scientific results from diverse portfolio of disciplines within the physical sciences.
- Proven experience in developing success-oriented teams with a high level of accountability within all areas of research.
- A demonstrated ability to apply business judgement to technical issues.
- Successful track record of accomplishments in innovation, engineering, and/or science toward the commercialization of research in collaboration with industry.
- Current government security clearance or the ability to obtain a clearance.

OTHER REQUIRED KNOWLEDGE, SKILLS OR ABILITIES:

Strong communication skills; operations management; interpersonal skills; ability to attend to details, balanced by an ability to delegate responsibility appropriately.