The Cooperative Institute for Research in the Atmosphere (CIRA) at Colorado State University seeks to fill a senior-level project management position for its collaborative research as a Joint Institute with the National Oceanic and Atmospheric Administration (NOAA) Earth System Research Laboratory (ESRL) in Boulder, Colorado (office will be in Boulder). **This position is located in a federal facility and requires the ability to pass a National Agency Check with Inquiries (NACI, federal background check) for building access.**

**Background**
The Global Systems Division (GSD) of NOAA’s Earth System Research Laboratory (ESRL) is designing, developing and testing new weather models to improve weather prediction. The goal is to improve prediction of severe weather including hurricanes, tornadoes, thunderstorms, flooding, and other weather that can have an enormous impact on transportation, commerce, energy, and other sectors of the U.S. economy. Increasingly accurate forecasts depend on large high-performance supercomputers to run advanced weather prediction models.

The Global Systems Division (GSD) of NOAA’s Earth System Research Laboratory (ESRL) performs numerous transfers of technology within NOAA, to other Government agencies, to academia, the private sector and directly to the public. Technology transfers range from large components of information technology systems to standalone visualization systems, web-delivered research products, peer-reviewed published papers, to data and information shared via the Internet. These transfers are based on research led by NOAA and performed in concert with the Cooperative Institute for Research in the Atmosphere (CIRA). One goal of GSD’s to share technological developments with the world to advance our Nation’s weather enterprise. Ultimately these technology transfers improve the prediction of severe weather including hurricanes, tornadoes, thunderstorms, flooding, and other weather that can have an enormous impact on transportation, commerce, energy, and other sectors of the U.S. economy.

To succeed with these technology transfer efforts, GSD develops methods and tools to expedite and ensure the actions are performed without a compromise in the science and technology while being consistent with requirements, user needs, and intellectual property concerns.

**Responsibilities**
The individual in this position will be responsible for government-to-government, government-to-private-sector, and government-to-public technology transfer actions, as well as intellectual property concerns including the Bayh-Dole Act of 1980. He/She will assist with and advise on the preparation of scopes of work, reimbursable and interagency agreements, and project plans needed for technology transfer efforts. This includes advice on methods to succeed in the technology transfer, developing and maintaining relationships with partners including assisting with the development of reports and summarizing progress toward objectives agreed by the funder. He/she will also develop the GSD and Cooperative Institute implementation of project management protocols, cost estimating methods, and reporting methodologies to assist successful technology transfers. These work tasks are essential to the success of the July 1, 2019
to June 30, 2024 CIRA Environmental Applications Research (EAR) projects with NOAA. These tasks will contribute to the successful planning, coordination, and reporting of progress and success of each of the 5 research themes and the 3 cross-cutting research activities described in the EAR. This position will report to the CIRA Associate Director.

This will be a part-time position, with duties as follows:

**Project Management 90%**

- Coordinate the development of scopes of work involving Cooperative Institute staff for efforts jointly performed between the cooperative institutes, GSD, and other ESRL partners.
- Support the preparation approval of reimbursable agreements between GSD and outside parties, particularly those involving Cooperative Institute staff members.
- Assist in the development and implementation of project management tools.
- Support the development of transition avenues for technologies jointly developed by GSD and the Cooperative Institutes to assure they are effectively transferred for the benefit of commerce, the public, and the Nation.

**Documentation and Reporting 10%**

- Provide both written and oral reports as requested by CIRA management
- Participate in meetings, as needed
- Compile and submit CIRA reports, as required

**Required Qualifications**

- This position is located in a federal facility and requires the ability to pass a Tier One Background Investigation (federal background check) for building access.
- Candidates must be legally eligible to work in the United States by the proposed start date. CIRA will not sponsor a visa for this position.
- Bachelor of Science in physical sciences and
- 15 or more years of experience in technology transfer methods and project management methods.
- 10 or more years of experience in developing and/or managing organizational agreements including those between Government entities and domestic, international, and private sector partners.
- 25 years or more of experience in the application of Government regulations related to project planning and execution.

**Preferred Qualifications**

- Excellent verbal and written communication skills, particularly regarding topics of a complex technical or administrative nature.
- Expertise in the development and usage of complex spreadsheets and presentation software.
- Familiarity with NOAA systems and procedures
- Research or scientific management experience related to NOAA research initiatives and/or experience in federally funded university research is desired.

**Background Check**

Colorado State University is committed to providing a safe and productive learning and living community. To achieve that goal, we conduct background investigations for all final candidates being considered for employment. Background checks may include but are not limited to, criminal history, national sex offender search, and motor vehicle history. In addition, this position is located in a federal facility and requires the ability to pass a National Agency Check with Inquiries (NACI, federal background check) for building access.

**Commitment to Diversity and Inclusion**

Reflecting departmental and institutional values, candidates are expected to have the ability to advance the Department's commitment to diversity and inclusion.

**Application Deadline**

Applications will be accepted until all positions are filled; however, to ensure full consideration applications should be submitted by 11:59PM on August 4, 2019. Apply electronically by clicking “Apply to this Job” at the following website: http://jobs.colostate.edu/postings/69234. References will not be contacted without prior notification of candidates. Please be sure to address the required qualifications in the application materials.