NCAR Science Assembly Science Advisor
Reports to the NSA Executive Committee.
0.5 FTE, one year term with possibility of renewal.

The NCAR Science Assembly (NSA) Science Advisor is responsible for advising the NCAR Executive Committee on research and science issues across NCAR and communicating between the NCAR Executive Committee, the NCAR Directors’ Committee, and the NSA. Being a full member of the NCAR Executive Committee and a member of the NCAR Directors’ Committee, the NSA Science Advisor represents the NSA at the NCAR Executive Committee, NCAR Directors’ Committee meetings, UCAR Management Council Meetings, and the NCAR Internal Science Advisory Committee. In addition, the NSA Science Advisor provides advice to the NCAR Director, and works with the NSA Executive Committee and the NCAR Directorate on specific projects.

Duties:
Represents the NSA to NCAR upper management in formal and informal settings. Provides advice to the NCAR Directorate and NCAR Executive Committee regarding issues that affect NCAR research and scientific and research staff.

Works with the NCAR Executive Committee, NCAR Directorate and the NSA to stay informed about the context in which upper management decisions are made, and shares information between all. With the NCAR Directorate and the NSA Executive Committee, helps formulate ways for research staff to provide input for important decisions. Participates in the formation of the NCAR strategic plan and Annual Budget Review process. Works with the NCAR Directorate on specific tasks relevant to the conduct of research at NCAR.

Reports monthly to the NSA Executive Committee and NSA members, or more frequently as necessary. Attends NSA Executive Committee Meetings. Writes the NSA Scientist Advisor Annual report.

Develops and organizes formal venues for scientific discussion including at least one scientific event a year, which deals with NCAR long-term scientific and research plans.

When transitioning into or out of the position, works with the prior or newly appointed NSA Science Advisor to share information, provide context and training, and ensure a smooth transition.

Reporting relationship:
Reports monthly to the NSA Executive Committee, and is supervised by the NSA Co-Chairs with significant input from the NCAR Directorate.

Supervisory responsibilities.
This position has no direct supervisory responsibilities, but will have access to staff in the NCAR Directorate to carry out his/her duties, with consultation with the NCAR Director. Should also call upon NSA Executive Committee and NSA members for help as needed.

Requirements:
- Senior Scientist or Senior Research Engineer;
- Substantive experience in science or engineering research;
- Demonstrated interest in the content, management and overall success of the NCAR scientific and research enterprise;
- Ability and willingness to interact effectively with diverse groups of scientists, researchers and managers;
- A thorough understanding of NCAR’s mission and NCAR’s role with respect to the University community and the wider scientific and research community.

Desired but not required:
Experience in scientific management (project, group, section);
Experience in interacting with, or providing advice to, upper management;
Experience in representing a research community in the promotion or development of science programs, projects, activities, or facilities, with related experience in providing feedback to the constituency.