



## Job Opportunity at NIMH

# Health Scientist Administrator, Division of Extramural Activities

The National Institute of Mental Health (NIMH) is the lead federal agency for research on mental disorders. NIMH is one of the 27 Institutes and Centers that make up the National Institutes of Health (NIH), the largest biomedical research agency in the world. NIH is part of the U.S. Department of Health and Human Services (HHS).

### Position Overview

The NIMH is seeking superior candidates for the position of Health Scientist Administrator (Scientific Review Officer) within the Extramural Review Branch in the Division of Extramural Activities (DEA). The Extramural Review Branch is responsible for the initial scientific and technical merit review of grant applications and contract proposals submitted to NIMH. This first level of review is carried out by a Scientific Review Group (SRG, or study section) composed primarily of non-federal scientists who have expertise in relevant scientific disciplines and current research areas. Each SRG is led by a Scientific Review Officer (SRO).

The SRO is an extramural staff scientist and the Designated Federal Official responsible for ensuring that each application or contract proposal receives an objective and fair technical and scientific peer review, and that all applicable laws, regulations, and policies are followed. The SRO will primarily manage the peer review of grant applications that address NIMH-specific needs, including research grants (e.g., R01, R21, R33, R34, R61), cooperative agreements (e.g., U01, U19), center grants (P30, P50), research career awards (Ks), fellowships (F32), and institutional training grants (T32), in response to NIMH-initiated RFAs and PARs. These reviews will be conducted by convened Special Emphasis Panel review meetings for which groups of reviewers with specific expertise are invited to evaluate groups of applications.

The SRO will conduct initial planning for scientific peer review, including working with NIMH Program Staff in the development of funding opportunity announcements (FOA) and maintain the core values of peer review (expert assessment, transparency, impartiality, fairness, confidentiality, integrity, and efficiency). The SRO will also be responsible for coordinating instructional pre-review meeting teleconferences with reviewers, formulating and guiding peer review strategies for new or unusual FOAs, and reviewing activities with the Office of Committee Management and Grants Management and may participate in outreach efforts for the community.

### Qualifications

Competitive candidates will possess a doctoral degree and/or postdoctoral experience in mental health research or a closely related field. Specifically, individuals with a background in research on the efficacy and effectiveness of mental health interventions/treatments, including psychosocial, pharmacological, and device-based approaches, are encouraged to apply. Candidates with expertise in dissemination and implementation research, treatment engagement, services utilization, health disparities, global mental health research, or other related areas will also be considered. Clinical expertise would be valuable but is not essential.

### How to Apply

The vacancy announcements will be posted on NIMH's career page at [www.nimh.nih.gov/careers](http://www.nimh.nih.gov/careers), as well as in various journals and listservs. If you would like to be notified when the announcement is live, please send your Letter of Interest and Curriculum Vitae to [NIMHsearch@mail.nih.gov](mailto:NIMHsearch@mail.nih.gov).

The NIH encourages the application and nomination of qualified women, minorities, and individuals with disabilities. HHS and NIH are Equal Opportunity Employers.

[www.nimh.nih.gov/careers](http://www.nimh.nih.gov/careers)



National Institute  
of Mental Health