

Guidelines for Displaced Staff Scientists:

A Title 42 Staff Scientist position, unlike a General Service (GS) position, is not permanent. Displacement is often inevitable.

Here we outline some of the actions that may be taken by Staff Scientist prior to or after announcement of displacement:

Upon displacement

- **Notification of Lab Closure:** Ensure you receive written notification from your Principal Investigator (PI) about the lab closure.
- **Understanding IC Policies:** Schedule a meeting with your Administrative Officer (AO) to discuss the specific policies for displaced Staff Scientists in your Institute or Center (IC), as these may vary.
- **Clarity on Displacement Process:** Aim to fully understand the process and timeline of displacement in your IC.
- **Official Displacement Notification:** Request an official letter detailing your displacement date.
- **Contract Extension:** If your Not-To-Exceed (NTE) date is approaching within a year, check how much grace time your IC is providing. Most ICs will provide at least one year of employment from the displacement date so you can finish your current work and look for other employment options.
- **Career Planning:** Arrange to meet with your Scientific Director or Deputy Director to outline your career objectives and explore potential opportunities. Clearly articulate your position preferences.
- **Transfer Opportunities:** If the Scientific Director or Deputy Director can't facilitate a transfer within your IC, inquire about the possibility of a temporary detail to another IC or the Extramural Research Program for skill development and career advancement.
Lots of detail opportunities can be found here:
 - <https://ohr.od.nih.gov/iob/Lists/Opportunities>
- **Detail Assignment Support:** If your detail is approved, identify a suitable lab, department, or division for your training. Check if there is funding for the detail to be extended into a real position.

Things to consider.

- **Exploring External Opportunities:** Consider career paths outside the Intramural Program, such as positions in the Extramural Research Program, administration, or beyond NIH.

- **NIH Extramural Research Positions:** Investigate opportunities in the NIH Extramural Research Program, which are listed on USAJobs and on <https://hr.nih.gov/jobs/search> and suitable for Staff Scientists, including roles such as Health Scientist Administrator (Program Officer and Scientific Review Officer) and Program Analyst.
- **Employment at NIH:** Follow this link to find out about administrative and scientific careers at NIH, information for applicants, requirements, and FAQs:
 - <https://hr.nih.gov/jobs>
 - <https://hr.nih.gov/jobs/how-apply/information-applicants-when-applying>
- **Employment in Other HHS Agencies:** Look for job postings in other Health and Human Services (HHS) agencies on USAJobs.
- **Position Equivalency:** The title of Staff Scientist Tier 42, level 1, is equivalent to a GS-13 pay grade.
- **Eligibility Requirements:** To apply for positions listed on USAJobs, you must hold U.S. citizenship (there are some rare exceptions).
- **Education Requirements:** If you received a PhD degree in the foreign country, you should get your PhD diploma certified:
 - <https://hr.nih.gov/jobs/announcement-links/instructions-qualifications-based-foreign-education>
 - <https://marylandpublicschools.org/about/Pages/DEE/Certification/Foreign-Transcript-Evaluation-Agencies.aspx>
- **Maintaining your CV:** Update your CV and keep it up to date in a monthly basis.
- **Resume Writing Resources:** For assistance with resume writing, consider these resources:
 - [Federal Resume Tips | Office of Human Resources \(nih.gov\)](#)
 - [USAJOBS Help Center - How to...](#)
 - [USAJOBS Resume Writing Video Tutorial](#)
 - https://nih.sharepoint.com/sites/OD-OHR-CSD/_layouts/15/stream.aspx?id=%2Fsites%2FOD%2DOHR%2DCSD%2FRecordings%2FImproving%20Your%20Federal%20Resume%20Training%20%2D%20High%2Emp4&referrer=StreamWebApp%2EWeb&referrerScenario=AddressBarCopied%2Eview%2E87468354%2D49fc%2D4502%2Dbf0e%2Dc2110978b255
- **Maintain Profiles:** Create and regularly update your profiles:
 - USA Job profile <https://www.usajobs.gov/>
 - LinkedIn profile <https://www.linkedin.com/pulse/how-optimize-your-linkedin-profile-business-at2re/>
<https://www.linkedin.com/pulse/mastering-linkedin-profile-optimization-2024-guide-job-dubey--bgvoc/>