RUTGERS

iJOBS Career Panel Series: Pharmaceutical Medical Information

Tuesday June 23, 2015
2:15-3:15pm
Rutgers Biomedical Engineering, Room 102
599 Taylor Road
Piscataway, NJ 08854

Patricia Labowski, PhD
Program Leader at Office of Strategic Coordination
patricia.labosky@nih.gov

Nancy Desmond, PhD
Program Officer at NIMH
Office Director and Associate Director for Research Training and Career Development
ndesmond@mail.nih.gov

Government organizations: NIH, NSF, VA, DOD, CDC, FDA, National Academies

Skills you gain as a PhD student that help you in government jobs
Ability to work independently
Ability to learn complex subjects
Ability to solve problems
Ability to analyze data
Ability to communicate well
Tolerance for working hard

Other skills you should master while in graduate school or postdoc
Leadership skills
How to work in a team
How to be a mentor

Titles at the NIH

- PI – PIs run an intramural (ie at NIH) research group. They don't have to write grants but get reviewed every 5 years to see if their lab is productive and doing good science.
- Postdoc - There are a lot of postdoc positions at the NIH. You just write to the PI and ask if you can work with him/her just like in a university.
- Staff scientist – Do research as part of a PIs group. You can apply online (see below).
- Program Officer/Director and Analyst – Give feedback about grants and what areas should be getting funded to move the field forward. They develop a portfolio of

grants and manage them. Analysts don't have their own portfolio but work with a Program Director.

- Scientific Review Officer – Identify who can review grants and put together summary statements after grant reviews.
- Policy Officer and Analyst – Create policy on grant reviews and submissions and deal with regulatory issues. An analyst assists a policy officer.
- Science Writer – Translate from science to the public so they understand what the NIH is doing.
- Clinical Trials Manager – Same job as at pharmaceutical companies or the FDA
- IT – deal with big data

How to find a job at the NIH

- USA Jobs is a website that has all the positions listed. There is a tutorial on how to use the USA Jobs website and you should have your CV uploaded and everything ready to go because once a job is posted, it is only up for 5 days including weekends and holidays. https://www.usajobs.gov/
- Government contractors – this is good for non-US citizens since you have to be a citizen to be hired as a PI or Staff Scientist at the NIH. Contractors can then apply for permanent positions if they are citizens. Kelly Services is the main company that helps hire contractors. http://www.kellyservices.us/US/About-Us/Government-Workforce-Solutions/
- Fellowships – e.g. AAAS Science and Technology Policy Fellowship, Presidential Management Fellowship

Tips on applying for jobs at the NIH

- Every few months there is a general ad for science analysts which is generic but you should apply for it so that when specific jobs arise they will have all your information and consider you for the position.
- Stress what skills you have in the certification section. If you did something in graduate school that can translate to that job, then emphasize that. For example if you collected data from different labs to put together into a paper then that is "running a program" and you should put that in the certification section of the job application as well as make sure it is in your resume.
- Demonstrate a track record of success both scientifically (papers, grants) and programmatically (extracurriculars like GSA president, iJOBS, organizer of an event etc…)
- Show communication skills, ability to work independently as well as in a team, initiative etc…
- Understand your abilities and DO NOT UNDERSELL yourself but also do not lie.