



**NOAA COOPERATIVE SCIENCE
CENTER IN ATMOSPHERIC
SCIENCES & METEOROLOGY**
EDUCATION RESEARCH IMPACT

NOAA Cooperative Science Center in Atmospheric Sciences and Meteorology II (NCAS-M II)

Postdoctoral Fellowship

Rev 8/2024

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NCAS-M II Postdoctoral Fellowship

Postdoctoral Development Fellowship

Overview

The goal of the NOAA Cooperative Science Center in Atmospheric Sciences and Meteorology II (NCAS-M II) Postdoctoral Fellowship (PDF) is to support advanced training of postdoctoral fellows in NOAA-related sciences with the goal to be independent investigators in the scientific research fields that directly support NOAA’s mission, strategic plan, objectives, and outcomes. The NCAS-M II PDF seeks to build NCAS-M II-supported research directly aligned with atmospheric sciences and meteorology.

NCAS-M II has three thematic and five focus areas in atmospheric sciences and meteorology that will support two postdoctoral fellows (see Table 1).

Table 1: NCAS-M II Thematic and Focus Areas in Atmospheric Sciences and Meteorology

Thematic Areas	Focus Areas
1) Interdisciplinary scientific research for building resilient communities against weather extremes. 2) Interdisciplinary scientific research to support modeling and forecasting activities for building community resilience against extreme weather, water, atmospheric and climate events. 3) Integrated research in support of building public safety through Impact-Based Decision Support Services	1. Uncrewed Systems (UxS) 2. Artificial Intelligence (AI) 3. Cloud Computing 4. Omics 5. Data 6. Citizen Science

Requirements

The NCAS-M II PDF will support two-year fellowships for two postdoctoral fellows annually.

The fellow must be a recent doctoral graduate within two years of graduation. The period of eligibility to be supported is 24 months. Postdoctoral fellows must be US citizens. The following requirements must be met during the two-year fellowship tenure (see Table 2 for a summary of key requirements for NCAS-M postdoctoral fellows).

1. Postdoctoral research must address NOAA-mission science priority areas. At NCAS-M II, the focus will be on the NCAS-M three thematic and five focus areas of atmospheric sciences and meteorology (see Table 1).
2. In addition to the NCAS-M II faculty mentor, each postdoctoral fellow is expected to collaborate with other NCAS-M II Corporate Science Center (CSC) postdoctoral fellows, CSC scientists, and NOAA scientists through research, training, tool development, and professional meeting activities.
3. Postdoctoral fellows will co-locate at a NOAA facility for a minimum duration of six (6) consecutive months immersed in a research activity guided by a NOAA senior scientist in a NOAA mission priority area. The research activity at the NOAA facility must be developed collaboratively with the NCAS-M II Distinguished Research Scientist (DRS) and NOAA mentor. The DRS is responsible for continual mentoring and guidance during this period.
4. Postdoctoral fellows will complete an Individual Postdoctoral Development Plan (IPDDP) semi-annually to monitor advanced training progress in NOAA-mission science over the two-year period (see Appendix 1 for NCAS-M Individual Postdoctoral Development Plan).

In addition, postdoctoral fellows will receive support for travel, professional development (technical skills training where relevant), and be included in strategic planning, project management, and student mentoring (see Appendix 2 for Letter of Understanding).

Table 2: Key Requirements for NCAS-M II Postdoctoral Fellows

Level	Number of Postdoctoral Fellows Annually	Support Time Period	Key Requirements
Postdoctoral Fellow	2	2 years for each fellow	All postdoctoral fellows are required to: <ul style="list-style-type: none"> a) conduct research that addresses NOAA-mission science priority areas developed collaboratively with the NCAS-M II Distinguished Research Scientist (DRS) and NOAA mentor. b) collaborate with other postdoctoral fellows, CSC scientists, and NOAA scientists c) co-locate at a NOAA facility for a duration of six (6) consecutive months d) complete Individual Postdoctoral Development Plan (IPDDP) semiannually

Timeline of Activities

The NCAS-M II Postdoctoral Program is a two-year fellowship tenure. Table 3 shows the annual timeline of activities for the NCAS-M postdoctoral fellow. Activities include recruitment of postdoctoral fellows (see Appendix 3 for NCAS-M II Postdoctoral position descriptions); orientation of postdoctoral fellow, NCAS-M faculty and NOAA advisor; conducting research; co-location to a NOAA facility; collaboration with postdoctoral fellow and NOAA and CSC scientists; completion of IPDDP, and submission of products in support of NCAS-M priorities for postdoctoral fellow training.

Table 3: Annual Timeline of Activities for the NCAS-M II Postdoctoral Fellowship Program

	Postdoctoral Fellowship Program	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
1	Postdoctoral fellow recruitment	X	X	X	X	X	X	X	X	X	X	X	X
2	Postdoctoral fellow orientation	X	X										
3	NCAS-M II senior scientist, Distinguished Research Scientist/NOAA mentor orientation	X	X										
4	Postdoctoral research	X	X	X	X	X	X	X	X	X	X	X	X
5	Co-location at NOAA facility (6 months)	X	X	X	X	X	X	X	X	X	X	X	X
6	Collaborate with other NCAS-M II mentors, postdoctoral fellows, CSC scientists, and NOAA scientists	X	X	X	X	X	X	X	X	X	X	X	X
7	Complete and submit IPDDP Semi-annual Report						X						X
8	Prepare and submit semi-annual report						X						X

Appendices

1. NCAS-M II - Individual Postdoctoral Development Plan Instructions
2. NCAS-M II - Individual Postdoctoral Development Plan
3. NCAS-M II Postdoctoral Fellow Letter of Understanding
4. Job Description for NCAS-M II Postdoctoral Fellows

Appendix 1: NCAS-M II - Individual Postdoctoral Development Plan – Instruction Guide

NCAS-M II INDIVIDUAL POSTDOCTORAL DEVELOPMENT PLAN (IPDDP) INSTRUCTION GUIDE

Postdoctoral fellows who engage in career planning and goal setting during their academic careers set themselves up for greater productivity, increased satisfaction, and reduced stress.¹ This process, often known as Individual Development Planning (IDP), provides a framework for trainee-initiated reflection, goal setting, and productive mentoring conversations. The IDP process helps provide clear expectations for postdoctoral fellows and their mentors and is currently promoted by leading organizations in higher education as a best practice.² IDP is trainee-initiated, meaning that postdoctoral fellows take ownership of and are responsible for the planning process while for maintaining adequate records that can be shared with their advisor(s), mentor(s), and other program faculty when necessary. This process also enables NCAS-M II to conduct a more systematic semiannual review and provide timely intervention when changes or important challenges arise in a postdoctoral fellow's life.

Guidelines for Postdocs

Use the [IPDDP form](#) to provide background information, review, and reflect on prior goals, and set new goals. As you move forward in goal setting and reflection, consider the following best practices:

- Prior to completing your goals
 - Think about the ways your skills, assets, values, and interests weave into your goals and possible pathways. One way to do this is to use a web based IDP platform. [myIDP](#) and [ImaginePhD.com](#) are free platforms that include self-assessments and career exploration tools.³
 - Consider at least two career plans. It is important to have career/long-term goals so you and your mentors can evaluate whether your short-term goals will help you achieve your long-term goals.
 - Review your milestone agreement and program requirements to ensure your proposed goals align.
- **Make goals "SMART" (Specific, Measurable, Achievable, Relevant, and Time-Bound).**
- **Utilize specific dates and deadlines to convey progress.**
- Consider goals that
 - satisfy important program milestones (e.g., completing publications)
 - focus on research progress and professional competencies
 - involve objectives that are important for you to achieve a long-term goal (e.g., submitting a paper for publication)
 - develop skills/knowledge/experiences (e.g. teaching a class, gaining proficiency in research method)
- Solicit feedback from colleagues and mentors to ensure your goals are SMART and beneficial to career plans.

Guidelines for Advisors/Mentors/Committees

- Review progress toward past goals and provide constructive feedback on achievements, suggestions, or advice if goals are not met.
- Review future goals to ensure that they
 - are SMART

¹ Davies, 2006; Ng *et al*, 2005; Abele and Wiese, 2008; Smith *et al*, 2006.

² The Federation of American Societies for Experimental Biology, the National Institutes of Health, the US Federal Office of Personnel Management, the Council of Graduate Schools, and the National Postdoctoral Association.

³ [MyIDP---ScienceCareers](#) provides tools for STEM students to take assessments, explore career options, set goals, and collaborate with mentors. [ImaginePhD](#) is a free online career exploration and planning tool for PhD & postdoctoral scholars in the humanities and social sciences to take assessments, explore resources for different career paths, and develop a dynamic list of degree completion, professional, and personal goals.

- correspond to program's milestone agreements
- are beneficial to postdoctoral fellow's career goals

Advisor's Role in the IPDDP Process

- Your postdoctoral fellow may set up a meeting with you to share their IPDDP summary report with you.
- During the meeting, it may be helpful to think about your postdoctoral fellow progress, competencies, and areas for improvement considering his/her professional goals.
- Using the completed IPDDP as a guide/framework, postdocs are encouraged to lead the discussion of their self-assessment, goals, and plans. In this way, they are empowered to take ownership of their training and professional development.
- Your role is to add your perspective to their proposed plan, and the two of you will work collaboratively to identify specific actions and resources to help your postdoc achieve his/her professional goals.
- If a postdoctoral fellow seeks advice regarding alternative career paths or careers and goals outside of your area of expertise, you may:
 - Connect postdoctoral fellow to a professional network that includes individuals in the areas of their interests, especially with alumni from the program
 - Recommend identifying a second mentor in their field of interest
 - Acknowledge that everyone has her or his own goals, ideas, values, and circumstances. The right path for one person is not necessarily the right path for another.

Appendix 2: NCAS-M II - Individual Postdoctoral Development Plan

INDIVIDUAL POSTDOCTORAL DEVELOPMENT PLAN (IPDDP)

Today's Date:

Name:

Email:

Degree Name:

Highest Degree:

Date of Hire:

Expected Completion Date:

NCAS-M II Advisor:

NCAS-M Advisor Email:

NCAS-M Advisor Institution/Department:

NCAS-M II: Distinguished Scientist:

NCAS-M II: Distinguished Scientist Email:

NOAA Mentor:

NOAA Mentor Email:

NOAA Mentor Line Office:

NCAS-M Research Thematic Area:

Research Project Title:

The Individual Postdoctoral Development Plan, or IPDDP, provides a framework for trainee-initiated reflection, goal setting, and productive mentoring conversations. Instructions for this document can be found in the **NCAS-M II IPDDP Instruction Guide**. Please be sure to develop your proposed goals in alignment with “SMART” (Specific, Measurable, Achievable, Relevant, and Time-Bound) outcomes.

Planning Questions

CONFERENCES: List all conferences you plan to attend and conference presentations you plan to make during the year - include conference title, dates, location, presentation title, and presentation type.

RESEARCH: List research projects you plan to participate in that address NOAA-mission science - include project title and team members.

NOAA SITE-BASED RESEARCH: List NOAA site-based research projects you plan to participate in - include title, line office, line office location, start date, end date, and NOAA mentor.

PUBLICATIONS: List peer-review publication(s) you plan to work on (include journal name and proposed date for publication(s) submission) - include title, publication type, journal/book title, journal factor, authors, volume, issue, edition, publication date, pages, and online link.

TECHNICAL SKILLS DEVELOPMENT: List technical skills you plan to acquire (e.g. use of statistical software, lab equipment) - include title, date, and location.

COLLABORATIVE ACTIVITIES: List collaborative research activities you plan to engage in among postdoctoral fellows, CSC scientists, and NOAA scientists - include activity names, names of collaborators, and titles.

Semi-Annual and Year-End Report

CONFERENCES: List all conferences you attended and conference presentations you made during the year - include conference title, dates, location, presentation title, and presentation type.

RESEARCH: List research projects you participated in that address NOAA-mission science - include project title and team members.

NOAA SITE-BASED RESEARCH: List NOAA site-based research projects you participated in - include title, line office, line office location, start date, end date, and NOAA mentor.

PUBLICATIONS: List peer-review publication(s) you worked on (include journal name and proposed date for publication(s) submission) - include title, publication type, journal/book title, journal factor, authors, volume, issue, edition, publication date, pages, and online link.

TECHNICAL SKILLS DEVELOPMENT: List technical skills you acquired (e.g. use of statistical software, lab equipment) - include title, date, and location.

COLLABORATIVE ACTIVITIES: List collaborative research activities you engaged in among postdoctoral fellows, CSC scientists, and NOAA scientists - include activity names, names of collaborators, and titles.

CAREER & LONG-TERM GOALS AFTER GRADUATION

Please list two career/long-term goals and be as specific as possible. Saying “faculty member” is not very specific, for example, because there are different types of faculty positions – research focused, teaching focused, and balanced. (If goals have changed from previous submission, please explain)

COMMENTS

Please discuss any academic, financial, personal, or professional challenges/successes that influenced your progress since the last review meeting.

SHORT-TERM GOALS FROM PRIOR REVIEW PERIOD

Utilizing your previous IPDDP submission, please copy & paste goals under ‘Goal Description’ column (if applicable). Discuss your progress in the second column with a thorough explanation of all achievements and challenges connected with goal description.

Goal Description (Postdoctoral Fellow)	Progress During Prior Period (Postdoctoral Fellow)

MENTOR/COMMITTEE COMMENTS

Please use this space to provide constructive feedback on anything related to goals from previous review period.

SHORT-TERM GOALS FOR THE UPCOMING REVIEW PERIOD

Reminder: Make sure to provide a date/term to each goal description and provide deadlines within the date/term period. In addition, be sure to make goals "SMART".

Date/Term Goal Description and Deadlines

MENTOR/COMMITTEE COMMENTS

Please use this space to provide constructive feedback on anything related to goals within the upcoming review period.

FINAL INSTRUCTIONS

Postdoctoral Fellow

Submit this signed, completed IDP form and a current copy of your curriculum vitae (CV) as a single PDF to the NCAS-M Director . Please note that maintaining postdoctoral funding requires you submit IDP to NCAS-M II semiannually in collaboration with mentor/advisor.

Postdoctoral Fellow Signature

Date

Faculty Mentor Signature

Date

Mentor/Program Advisor: All faculty involved in this review should (1) carefully review all materials, (2) provide feedback, (2) sign and date this form, (3) make copies for your own records, and (4) return a copy to the fellow.

Indicate when the postdoc should initiate another review:

Month: _____ Year: _____

Printed Name

Signature

Date

Appendix 3: NCAS-M II Postdoctoral Fellow Letter of Understanding

NOAA Center for Atmospheric Sciences and Meteorology (NCAS-M)

Letter of Understanding

Postdoctoral Fellowship Program

The NOAA Center for Atmospheric Sciences and Meteorology (NCAS-M) program goal is to conduct education and research that directly supports NOAA's mission, strategic plan, objectives, and outcomes to recruit, train, and graduate students, particularly from underrepresented minority communities, to become eligible to successfully compete and enter agency mission workforce, academia, and other STEM focused management agencies.

The goal of the NCAS-M II postdoctoral fellowship is to support advanced training in NOAA-related sciences.

I accept this support with the understanding of the program and fellowship goals. In accepting a NCAS-M post-doctoral fellowship, I agree to abide by the following rules, regulations, and responsibilities:

1. I understand that I am expected to exhibit the highest level of honesty, academic integrity, and respect toward self and others at all times.
2. I understand that I must be United States citizens to receive program funding.
3. I understand that I must be a recent doctoral graduate -- within two (2) years of graduation to qualify for this program.
4. I understand that my doctoral degree field must support NOAA's mission.
5. I understand that the period of eligibility for the postdoctoral fellow to be supported on award funds in the NCAS-M fellowship program is 24 months.
6. I understand that my research should be collaborative among other postdoctoral fellows, NCAS-M II scientists, and NOAA scientists.
7. I understand that my research must address NOAA-mission science priority areas.
8. I understand that I must be co-located at a NOAA facility for a minimum duration of six (6) consecutive months.
9. I understand that I must complete an Individual Postdoctoral Development Plan (IPDDP) semiannually.
10. I understand that my salary will be paid bimonthly starting September 1 through August 31.

11. I understand that I must adhere to all computer, data, attribution/acknowledgement, and other NCAS-M II resource policies.
12. I understand that I must have an email account on file, which I must check daily. Moreover, I understand that I am responsible for a timely response to all information relayed in these messages.
13. I understand that all requests or grievances related to the NCAS-M program must be in writing to the NCAS-M II Director. Any verbal request will be considered unofficial and will not be acted upon until it is followed by a written request.
14. I have read all the NCAS-M II program requirements, and I fully understand my responsibilities as part of this program. I further understand that my fellowship may be terminated at any time without further compensation if the NCAS-M program determines that I am not meeting my responsibilities or have failed to comply with any terms of this Letter of Understanding.

By signing this document, I acknowledge full compliance:

NCAS-M II Postdoctoral Fellow (Signature)	Print Name	Date
NCAS-M II Postdoctoral Fellow Advisor (Signature)	Print Name	Date
NCAS-M II Director (Signature)	Print Name	Date

Appendix 4: NCAS-M II Postdoctoral Fellow Position Descriptions (Sample)

Position/Requisition Number:	Modeling
Field(s) of Specialization:	Atmospheric Sciences, Atmospheric Modeling
Position Title:	Postdoctoral Research Scientist
Department:	Atmospheric Sciences/NCAS/NCAS-M II
Department Number:	
Location:	Beltsville Campus/HUIRB
Summary Description:	<p>The NOAA Cooperative Science Center in Atmospheric Sciences and Meteorology (NCAS-M II) at Howard University seeks applicants for a Postdoctoral Research Scientist appointment to conduct research and analyses aligned with NOAA mission science in the broad area of Numerical Weather Prediction. The selected candidate’s work will involve using the Weather Research Forecasting Model to investigate the impact of anthropogenic aerosols on air quality and weather forecasts. The candidate will use laboratory and field measurements along with WRF or WRF-chem to advance forecasts of weather, and air quality analysis and prediction that close gaps in the NOAA observational network and/or limit forecast metrics. The specific research tasks will be developed in concert with a team of NOAA and NCAS-M personnel.</p> <p>The appointment is for a 2-year period.</p> <p>The NCAS-M II post-doctoral fellow will collaborate with other post-doctoral fellows, NCAS/NCAS-M II scientists, and NOAA scientists and will address NOAA mission-relevant science areas that are the primary focus of the NCAS-M award. The appointment is anticipated to consist of an intensive hands-on employment experience over a 24-month period (with no option for an extension). Typically, the fellow will receive a 1-year appointment that is renewable for a second year based on available funding and performance. The Postdoctoral Fellow will work side-by side with NCAS-M mentors and NOAA scientists. The Postdoctoral Fellows is designed to provide each fellow with experience in NOAA mission critical research that will broaden perspectives about the critical role of the position in the environmental and natural resources science enterprise and future career paths.</p> <p>The candidate will be expected to perform original research, present the results of the research at scientific meetings, and publish first-author papers in peer-reviewed journals. The candidate will be resident at Howard University.</p>

	Howard University is an Equal Opportunity/Affirmative Action employer. Applications will be accepted until the position is filled.
School/Institute/Unit:	Atmospheric Sciences/College of Arts and Sciences
Minimum Degree Required:	Ph.D.
Minimum Qualifications: All applicants MUST meet these minimum qualifications to be considered for the position.	Successful applicants will be US citizens holding a PhD. in atmospheric science or a similar field possessing an in-depth knowledge and experience in assimilating field observations (remote sensing and/or surface-based measurements) for the improvement of numerical forecast models and strong computer programming skills are essential.
Preferred Qualifications:	The candidate should have the ability to take advantage of data collected at the observational infrastructure at the HU North Campus in Beltsville, Maryland at the laboratory facilities at the HU Interdisciplinary Research Building at the downtown campus, or from one of the ASM field campaigns (e.g. AEROSE). Demonstrated experience with air quality, climate or weather prediction numerical models used by NOAA (e.g. WRF, WRF-Chem) skills would be highly advantageous to the position. An ideal candidate will be a highly motivated, creative and independent researcher.
Additional Information:	The candidate should be able to relocate on short term to a NOAA facility (e.g. ESRL, NSSL, PMEL) for a minimum of six (6) months. This is requirement of the position.
Posting Date:	DATE
Closing Date:	Open Until Filled
Special Instructions to Applicants:	Contact person,
Proposed Start Date:	DATE
EEO Statement	Howard University is an Equal Opportunity/Affirmative Action employer -- Race/Gender/Disability/Veteran.
Date Review Begins	
Required Applicant Documents for Upload:	Curriculum Vitae Cover Letter List of References Writing Sample/Publication 1
Optional Applicant Documents for Upload	

Position/Requisition Number:	Observations
Field(s) of Specialization:	Atmospheric Sciences, Remote Sensing, Atmospheric Observations
Position Title:	Postdoctoral Research Scientist
Department:	Atmospheric Sciences/NCAS/NCAS-M II
Department Number:	
Location:	Beltsville Campus/HUIRB
Summary Description:	<p>The NOAA Cooperative Science Center in Atmospheric Sciences and Meteorology II (NCAS-M II) at Howard University seeks applicants for a Postdoctoral Research Scientist appointment to conduct research and analyses aligned with NOAA mission science in the broad areas of Atmospheric Chemistry, Atmospheric Observations, and Numerical Weather Prediction. The selected candidate’s work will address NCAS-M II themes for research to build resilient communities against weather and climate extremes and development of innovative observations (both instrumentation and analyses) for advancing climate, weather, and air quality analysis and prediction that close gaps in the NOAA observational network and/or limit forecast metrics. The specific research tasks will be developed in concert with a team of NOAA and NCAS-M II personnel.</p> <p>The appointment is for a 2-year period.</p> <p>The NCAS-M II post-doctoral fellow will collaborate with other post-doctoral fellows, NCAS/NCAS-M II scientists, and NOAA scientists and will address NOAA mission-relevant science areas that are the primary focus of the NCAS-M award. The appointment is anticipated to consist of an intensive hands-on employment experience over a 24-month period (with no option for an extension). Typically, the fellow will receive a 1-year appointment that is renewable for a second year based on available funding and performance. The Postdoctoral Fellow will work side-by side with NCAS-M II mentors and NOAA scientists. This Postdoctoral Program is designed to provide each fellow with experience in NOAA mission critical research that will broaden perspectives about the critical role of the position in the environmental and natural resources science enterprise and future career paths.</p> <p>The candidate will be expected to perform original research, present the results of the research at scientific meetings, and publish first-author papers in peer-reviewed journals. The candidate will be resident at Howard University.</p> <p>Howard University is an Equal Opportunity/Affirmative Action employer. Applications will be accepted until the position is filled.</p>
School/Institute/Unit:	Atmospheric Sciences/College of Arts and Sciences

Minimum Degree Required:	Ph.D.
Minimum Qualifications: All applicants MUST meet these minimum qualifications to be considered for the position.	Successful applicants will be US citizens holding a PhD. in atmospheric science or a similar field possessing an in-depth knowledge and experience in measurements and experimental characterization of atmospheric aerosols. Knowledge of critical aerosol processes (i.e., new particle formation, coagulation, gas-particle mass transfer, particle thermodynamics, secondary organic aerosol formation, heterogeneous chemistry, cloud droplet/ice particle formation/evaporation, and aerosol dynamics and mixing-state representation) and strong computer programming skills are essential.
Preferred Qualifications:	The candidate should have the ability to take advantage of observational infrastructure at the HU North Campus in Beltsville, Maryland and/or the laboratory facilities at the HU Interdisciplinary Research Building at the downtown campus. Demonstrated expertise with atmospheric instrumentation such as lidars, aerosol monitoring and sampling instrumentation, trace gas analysis. An ideal candidate will be a highly motivated, creative and independent researcher.
Additional Information:	The candidate should be able to relocate on short term to a NOAA facility (e.g. ESRL, NSSL, PMEL) for a minimum of six (6) months. This is requirement of the position.
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Special Instructions to Applicants:	Contact person,
Proposed Start Date:	DATE
EEO Statement	Howard University is an Equal Opportunity/Affirmative Action employer -- Race/Gender/Disability/Veteran.
Date Review Begins	
Required Applicant Documents for Upload:	Curriculum Vitae Cover Letter List of References Writing Sample/Publication 1
Optional Applicant Documents for Upload	