

Self-Nomination Form for the NICHD OHE Internal Advisory Committee



The NICHD Office of Health Equity (OHE) invites self-nominations for membership on the Internal Advisory Committee. The committee will provide strategic recommendations on initiatives, programs, and strategies to NICHD leadership to advance the goals of diversity, equity, inclusion, and accessibility (DEIA) and support implementation of the STRategies to EnRich Inclusion and AchieVe Equity (STRIVE) Action Plan and Racial and Ethnic Equity Plan (REEP).

The committee will be chaired by the OHE Director and include ~15 representatives from various positions and career stages, as well as supervisory, and non-supervisory staff, including staff from Extramural and Intramural Divisions, and the Office of the Director. Contract employees and trainees will be included as non-voting members.

Committee members will have the opportunity to:

- Provide recommendations and feedback on DEIA activities, materials, and strategies
- Serve as representatives and key points of contact between OHE and NICHD divisions
- Inform the implementation of the STRategies to EnRich Inclusion and AchieVe Equity (STRIVE) Action Plan and Racial and Ethnic Equity Plan (REEP) [\[add Intranet links\]](#)
- Share innovative, novel ideas to advance NICHD's DEIA, scientific workforce diversity, and health disparities research efforts

Committee benefits:

- Opportunities for training and development in DEIA within and beyond NICHD
- Dedicated time for participation and acknowledgement in the performance management and appraisal plan (PMAP)

Committee members will serve for one-or two-year terms with the opportunity to pursue one, two-year renewal. In addition, committee members will participate in quarterly hybrid meetings. Subcommittees may be formed and meet more frequently if needed. The estimated monthly time commitment is ~12 hours.

Selection Process:

Monday, October 2, 2023: Self-Nomination process opens

Friday, October 20, 2023: Self-Nomination applications are due

OHE will conduct review and announce decisions via email in November

Contact NICHD_OHE@mail.nih.gov with any questions

Access the Charter for more info:

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Burden Statement

OMB # 0925-0766

Expiration Date: 09/2026

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1. What is your name?

Last Name, Middle Initial (if you have one), First Name:

Example: Delgado, E., Mary

2. What is your supervisor's name?

Last Name, Middle Initial (if they have one), First Name
Example: Wright, V., Gabriel

3. **What is your supervisor's email?**

4. What is your Division?

Extramural

Intramural

OD Staff

Other

5. Are you contract staff, a trainee, or a fellow?

If no, skip this question. If yes, please select an option.

Contract Staff

Trainee or Fellow

Other

6. For trainees, please describe your level:

For fellows, please describe your fellowship type/organization:

For example: Post-bac, Pos-doc

For example: Presidential Management Fellow

If not a trainee or fellow, please skip this question.

7. What is your branch, lab, or office name?

Please provide detail so we can identify which specific office/lab/branch you work in

Example: Extramural - Child Development and Behavior Branch

8. What is the title of your current role?

Please also describe your series/grade/title/experience level/rank as they apply:

Example: Health Science Policy Analyst/601 series/Grade: 12/2 years at NIH

9. How many years have you worked in your **current role** at NICHD?

Less than 1 year

1 - 3 years

4 - 7 years

8 years or more

10. Are you **currently** in a supervisor or leadership role within your unit and/or team?

Yes

No

11. If you answered Yes to Question 10, please describe the role:

12. To support the NICHD mission, OHE establishes priorities, provides consultation and guidance to NICHD leaders and divisions, works collaboratively on projects and programs, and develops and assesses metrics to track progress toward DEIA goals. What aspects of the roles defined within the OHE Internal Advisory Committee interests you the most? **Select up to 3 options**

Please select 3 options.

- Serving as a strategic point of contact who will receive and solicit information about NIH-wide initiatives and efforts
- Reviewing provided materials, providing candid and constructive feedback, and sharing concerns or emerging topics of interest
- Sharing and amplifying perspectives to inform division activities
- Informing and providing expertise on discussions involving the STRIVE Action Plan and REEP implementation
- Soliciting input and providing workforce feedback from NICHD offices
- Driving innovative, novel ideas to move NICHD's efforts forward on DEIA efforts, scientific workforce diversity, and health disparities research
- Other

13. Why do you want to join the OHE Internal Advisory Committee?

In no more than 250 words, please describe your motivation for wanting to be part of the OHE Internal Advisory Committee and what you are hoping to achieve:

14. Have you ever served in any capacity (member and/or Co-Chair) within the NICHD STRategies to EnRich Inclusion and AchieVe Equity (STRIVE) Committees from 2020 – 2023?

Yes

No

15. If you answered Yes to Question 9, please explain which STRIVE Committee and what your role was.

Example: Health Disparities Research Committee, co-led 2 workshops

16. Are you interested in serving a one- or two-year term?

One

Two

17. What specific training, skills, experience, or expertise do you possess that you believe would contribute significantly to the work of the OHE Internal Advisory Committee?

In no more than 250 words, please describe your training, skills, experience or expertise:

18. How do you incorporate DEIA values into your work and life?

In no more than 250 words, please describe how you incorporate DEIA values into your work and life:

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