General Position Information

Job Title: 17387 - Deputy National Intelligence Officer for Cyber Issues - GS-15

Salary Range: $117,191 - $166,500 (not applicable for detailees)

Vacancy Open Period: 02/04/2020 – 02/26/2020

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates and Detailees

Division: DDII/NIC

Duty Location: McLean, VA

Security Clearance: TS/SCI with CI Polygraph

Travel Required: 0-25% Travel

Relocation Expenses: For new ODNI employees, reimbursement for relocation is discretionary based on availability of funds.

Job Interview Travel: Candidates from outside the Washington, D.C., area may be selected for a telephone, teleconference, or in-person interview. If selected for an in-person interview, any travel or lodging will be at the applicant’s personal expense.

Position Information
This is an opportunity for:

- An internal candidate to fill a GS-15 cadre position.
- A Federal Government employee to serve on a two-year reimbursable detail assignment in the ODNI. The detail assignment may be extended an additional year if all parties agree.

Who May Apply
Current GS employees at the same grade as or up to one grade lower than the advertised position grade may apply. Former members of the Peace Corps may be considered for ODNI employment only if five full years have elapsed since separation from the Peace Corps.

- For a cadre assignment:
  - Current ODNI permanent cadre.

- For a detailee assignment:
  - Current Federal Government employees. (Current GS employees at the same grade as or up to one grade lower than the advertised position grade may apply.)
Salary Determination

- The ODNI uses a rank-in-person system in which rank is attached to the individual. A selected ODNI candidate or other Federal Government candidate will be assigned to the position at the employee's current GS grade and salary.
- A current Federal Government employee, selected for a detail, will be assigned to the position at his or her current grade and salary.

Component Mission
The Office of the Director of National Intelligence (ODNI) Deputy Director of Mission Integration (MI) serves as the Director of National Intelligence's (DNI) senior leader for intelligence integration across the IC enterprise. MI is responsible for ensuring customer outcomes by leading advances in collection and analysis that ensure the quality, timeliness, and utility of insights for the nation's decision-makers. Additionally, MI is responsible for increasing expertise and improving tradecraft at all levels through specialization, integration, and collaboration. MI is responsible for the strategic vision, direction, and planning to deliver a more integrated IC reflecting the collective wisdom of our collection and analytic components to advance, in support of the National Intelligence Managers, the Unifying Intelligence Strategies (UIS).

Major Duties and Responsibilities (MDRs)
- Support the National Intelligence Officer for Cyber (NIO/Cyber) and in his/her role as advisor to the DNI on global cyber issues to include supporting the NIO/Cyber in leading the IC's production and coordination of strategic analysis, to include the preparation of National Intelligence Estimates, Intelligence Community Assessments, National Intelligence Council Memoranda, Reports, and Sense of the Community Memoranda, on issues of importance to United States (US) interests in cyber; make effective use of IC resources in analysis of global cyber issues.
- Provide expert assessments on analysis regarding global cyber issues; prepare and coordinate background papers and briefing books for DNI, Principal Deputy Director of National Intelligence (PDDNI), Deputy Director of National Intelligence for Intelligence Integration (DDNI/II), NIO/Cyber, NIM/Cyber and other Office of the Director of National Intelligence (ODNI) Senior Leadership participation in the National Security Council Principals Committee, Cabinet meetings, Congressional testimonies, Deputies Committee, and Cyber Response Group meetings.
- Review Community research and production plans on global cyber issues; identify redundancies and gaps; and advise the NIO/Cyber and the NIM/Cyber on gaps and shortfalls in capabilities across the IC.
- Establish and sustain networks with IC analysts, analytic managers, and collection managers to ensure timely and appropriate intelligence support to policy customers regarding global cyber issues.
- Collaborate with national level partners in the intelligence, defense, law enforcement, and counterintelligence communities to integrate analytic activity and implement the Unifying Intelligence Strategy (UIS) for Cyber.
- Brief senior IC members, policymakers, military decision makers, members of Congress, and other major stakeholders as necessary on global cyber issues.
- Establish and manage liaison relationships with academia, the business community, and other non-government subject matter experts to ensure the IC has a comprehensive understanding of global cyber issues.
- Represent the NIO Cyber in his/her absence at internal and external outreach activities.
- Recognize, value, build, and leverage diverse collaborative networks with the ODNI and across the IC.

Mandatory and Educational Requirements
- Expert knowledge in cyber analysis and issues, the IC's cyber analytic community, and cyber collection issues; expert ability to lead the IC's analytic production and identify collection requirements and gaps.
- Excellent interpersonal, organizational, and management skills to conceptualize and effectively lead complex analytic projects with limited supervision, ability to work with and represent the Community when analytic views differ among agencies, and ability to work effectively independently and in a team or collaborative environment.
• Excellent writing and briefing skills, including ability to communicate effectively with people at all levels of leadership and all levels of expertise on cyber issues, ability to give effective oral presentations, and to otherwise represent the NIC in interagency meetings.
• Proven critical thinking skills and reasoning skills and the ability to prepare, and in some cases personally draft, finished intelligence assessments and other written products with emphasis on clear organization, and concise, logical presentation.
• Extensive knowledge of and ability to apply analytic, diagnostic, and qualitative techniques sufficient to produce authoritative finished intelligence products, and the ability to employ new methodological approaches to analyze information.
• Creative problem-solving skills and superior ability to provide leadership in carrying out mission responsibilities.

Desired Requirements
• Advanced degree in Science, Technology, Engineering, or Math and/or International Relations.
• Experience defending networks, consulting, or other practical cybersecurity work experience.
• Expert knowledge and experiences in issues related to Russia and Eurasia, the Middle East, and/or global Internet governance and norms development.
• Relevant professional and operational experience in the information technology and telecommunication sectors.
• Proven skills in drafting, reviewing and editing analytic intelligence products.

Key Requirements and How To Apply

Internal ODNI Cadre Candidates:

A complete application package must include:

a. RESUME: Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.

b. PERFORMANCE EVALUATIONS: Applicants are required to provide their two most recent performance evaluations. A justification is required in the cover letter if the applicant is unable to provide the two most recent evaluations.

c. COVER LETTER: Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

WHERE TO SUBMIT: Internal ODNI Cadre Candidates must submit an application through the classified JobsDNI website. For current employees who do not currently have access to internal systems, applications should be sent to either DNI_COO_TM_SR_OPS_TEAM_D_WMA@cia.ic.gov (classified email system) or Recruitment_TeamD@dni.gov (unclassified email system). Applicants experiencing technical issues should contact the HR POC for guidance. Applicants submitting via JWICS are requested to submit their materials to both kurtjen@dni.ic.gov (Jen K.) and aclaaal@dni.ic.gov (Alex A.) in lieu of the group address above.

Current Federal Employees within the Intelligence Community (IC) Applying for a Detail Assignment:

Applicants from federal agencies within the Intelligence Community (IC) may be considered for this position as a reimbursable detailee, if endorsed by the employing agency. Applicants must have current TS/SCI clearances with polygraph or have the ability to obtain one. The ODNI does not conduct polygraphs or provide security clearances for detailees. Applicants from within the IC must submit an application through the classified IC Joint Duty Program website.
Applicants from federal agencies outside the IC Applying for a Detail Assignment:

A complete application package must include:

a. **RESUME**: Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.

b. **PERFORMANCE EVALUATIONS**: Applicants are required to provide their two most recent performance evaluations. A justification is required in the cover letter if the applicant is unable to provide the two most recent evaluations.

c. **VACANCY NUMBER**: Reference the vacancy number in the subject line of the email and on each document submitted.

d. **SF-50 (if applicable)**: Current or former Federal Government employees must provide an SF-50, “Notification of Personnel Action” to verify current federal status, position, title, grade, and organization of record.

**WHERE TO SUBMIT**: Applicants from federal agencies outside the IC should be sent to either DNI_COO_TM_HR_OPS_TEAM_D_WMA@cia.ic.gov (classified email system) or Recruitment_TeamD@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both kurtjen@dni.ic.gov (Jen K.) and aclaale@dni.ic.gov (Alex A.) in lieu of the group address above.

**All Applicants:**

APPLICATION PACKAGES MUST CONTAIN ALL ITEMS LISTED ABOVE. AN INCOMPLETE APPLICATION PACKAGE WILL BE INELIGIBLE FOR CONSIDERATION.

Your application MUST be received by midnight on the closing date of this announcement. Applications received after the closing date will NOT be eligible for consideration.

All attachments should be in Microsoft Word or Adobe PDF format.

Applications submitted through the classified email system should NOT contain classified information above the TS//SI/TK//NOFORN level.

To verify receipt of your application package ONLY, you may call 703-275-3663.

**What To Expect Next**

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received, applicants will be contacted ONLY if they have been selected for an interview.

**Agency Contact Information**

ODNI Recruitment; Phone: 703-275-3663 ; Email: Recruitment_TeamD@dni.gov

**Other Information**

The ODNI is an equal opportunity employer and abides by applicable employment laws and regulations.
REASONABLE ACCOMMODATIONS FOR PERSONS WITH DISABILITIES: The ODNI provides reasonable accommodations to otherwise qualified applicants with disabilities. IF YOU NEED A REASONABLE ACCOMMODATION for any part of the application and hiring process, please notify the Intelligence Community Equal Employment Opportunity and Diversity Office Representative by classified email at DNI_Reasonable_Accommodation_WMA@cia.ic.gov and DNI_Diversity_WMA@cia.ic.gov, by unclassified email at DNI_DRA@dni.gov, by telephone at 703-275-3799 or by FAX at 703-275-1217. Your request for reasonable accommodation will be addressed on a case-by-case basis. PLEASE DO NOT SUBMIT YOUR APPLICATION TO THE EEOD EMAIL ADDRESS. THIS EMAIL IS FOR REASONABLE ACCOMMODATION REQUESTS ONLY. PLEASE SUBMIT YOUR APPLICATION VIA THE EMAIL ADDRESS PROVIDED IN THE ‘HOW TO APPLY’ SECTION ABOVE.