General Position Information

Job Title: 23313 - Pakistan Program Director for NIM South Asia - GS-15

Salary Range: $121,316 - $170,800 (not applicable for detailees)

Vacancy Open Period: 02/26/2020 – 03/12/2020

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates and Detailees

Division: DDII/NIMC

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 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 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).

National Intelligence Managers (NIM) are members of the National Intelligence Management Council (NIMC), which collectively provides the "voice of the mission" to senior leaders at the NSC, IC, and across the interagency and orchestrates the management of mission activities with regard to intelligence integration. NIMs oversee and integrate all aspects of the Intelligence Community's (IC) collection and analytic efforts against a particular region or function. Each NIM serves as single focal point within the ODNI for the integration of all activities related to the particular region or function, as well as being the DNI's specified representative on the region/function. Each NIM develops a Unifying Intelligence Strategy (UIS) to communicate and synchronize the IC. NIMs maintain senior-level contacts with the intelligence, policymaking and warfighting communities so that a full range of intelligence requirements are met on daily, short-term and long-term bases.

NIM-South Asia is the principal intelligence advisor to the DNI on Afghanistan, Pakistan, India and their South Asia neighbors and is responsible for intelligence mission management and integration through the development of the South Asia Unifying Intelligence Strategy and other mechanisms. The Country Program Directors execute the mission directives of the NIM in close coordination with DNI and IC partners.

Major Duties and Responsibilities (MDRs)

- Direct and oversee programmatic operations of the NIM South Asia office and liaise with senior officials to ensure strategic alignment and direction with the ODNI staff and IC mission enterprise.
- Foster and cultivate strategic alliances and professional networks with interagency partners and other community elements to facilitate priority attention on National Intelligence Strategy, NIM South Asia's UIS, and Intelligence Reform and Terrorism Prevention Act requirements.
- Maintain situational awareness of significant issues affecting NIM South Asia in general, Pakistan in particular, and the broader community and alert senior NIM South Asia and ODNI / DMI staff regarding emerging issues that affect the office.
- Lead cross-ODNI collaboration to ensure customer requirements and priorities align with IC mission, goals and objectives in South Asia as they address progressive policy requirements, collection emphasis, and federated community production.
- Lead the development and preparation of internal and external memoranda, tasking responses, and other correspondence, to include policy analysis documents in response to tasking from policymakers.
- Brief senior IC leadership, Department of Defense (DoD) officials, members of Congress, policymakers, and other major stakeholders as necessary on NIM South Asia, challenges and opportunities.

- Represent NIM South Asia, in his/her absence at internal and external meetings, conferences, and other public fora.
- Support briefings to senior IC officials and other major stakeholders collaboration progress, issues and challenges.

Mandatory and Educational Requirements

- Expert knowledge of IC organizations; IC mission posture, structures, capabilities, processes, and policy development.
- Superior analytical and critical thinking skills, including the superior ability to think strategically, identify needs and requirements, develop recommendations, and evaluate outcomes against goals and objectives.
- Superior oral and written communication skills, including superior ability to draft and edit written reports of varying length and complexity, and to communicate effectively with audiences of varying seniority and expertise.

Desired Requirements

- Superior leadership skills and ability to lead interagency working groups, build coalitions with IC elements to achieve common goals.
- Superior interpersonal skills and superior ability to work effectively in both independent and in a team or collaborative environment.
- Superior ability to design and implement integration strategies for IC initiatives and programs, including the superior ability to manage human, financial, and information resources.

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_HR_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 zackern@dni.ic.gov *(Natalia Z.)* 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 zackern@dni.ic.gov *(Natalia Z.)* in lieu of the group address above.

<u>All Applicants:</u>

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.**