



General Position Information

Job Title: 23529 - Political Analyst – Strategic Analysis Branch – SIG - GS-14

Salary Range: \$92,145 - \$141,555 (not applicable for detailees)

Vacancy Open Period: 12/6/2016 – 12/21/2016

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates, Detailees

Division: NCTC/DI

Duty Location: McLean, VA

Security Clearance: TS/SCI with CI Polygraph

Travel Required: 0-25% Travel

Relocation Expenses: Permanent Change of Station (PCS) relocation expenses for detailees is authorized.

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-14 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 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 cadre.
 - Current ODNI Staff Reserve Employees. (A staff reserve employee who currently occupies this position may not apply.)
- For a detailee assignment:



- Current Federal Government employees.

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 National Counterterrorism Center (NCTC) leads our nation's effort to combat terrorism at home and abroad by analyzing the threat, sharing that information with our partners, and integrating all instruments of national power to ensure unity of effort. The Center serves as the primary organization in the United States Government (USG) for analyzing and integrating all intelligence possessed or acquired by the USG pertaining to terrorism and counterterrorism, and its Director serves as the Counterterrorism Mission Manager. NCTC also serves as the central and shared knowledge bank on known and suspected terrorists and international terrorist groups, as well as their goals, strategies, capabilities, and networks of contacts and support. In addition, NCTC conducts strategic operational planning for counterterrorism activities, coordinating and integrating the efforts of departments and agencies across the Federal Government.

Major Duties and Responsibilities (MDRs)

- NCTC/DI's Strategic Intelligence Group (SIG) provides Intelligence Community-coordinated products in support of national counterterrorism missions and manages the activities of the Interagency Intelligence Committee on Terrorism, a warning mechanism for collaboration on terrorist threat reporting.
- Plan, research, develop, and communicate in-depth analyses of complex and significant national, regional, and/or global issues for senior policymakers and key components in the Intelligence Community (IC), law enforcement, and the Office of the Director of National Intelligence (ODNI).
- Plan, promote, and lead the production of a broad range of finished intelligence products in support of United States (US) foreign policy and national security interests.
- Provide leadership and expert guidance to the planning, analysis, and application of a full-range of methodological tools and approaches to gain a comprehensive understanding of complex analytical issues and incorporate insights and findings into well-crafted, in-depth intelligence products.
- Plan, prepare, and present written and oral briefings to senior internal and external customers on significant intelligence issues; explain complex concepts to non-expert customers and tailor the product to correspond to customer needs.
- Lead, plan, direct, and coordinate the preparation of multidisciplinary and strategic analysis that supports key US national security and foreign policy objectives and helps shape IC analysis and priorities.
- Apply a full range of methodological tools and approaches to gain a comprehensive understanding of complex and significant analytic issues and incorporate insights and findings into well-crafted, sophisticated intelligence products.
- Develop and implement strategies for gathering intelligence, or historical information in support of US interests and policy objectives; cultivate and identify key internal and external sources of relevant information that meet customer and self-derived needs.
- Cultivate, and maintain productive working relationships with colleagues, experts, IC members, policy committees, and law enforcement agencies as appropriate and use these relationships to share information of



interest; attend internal and external training, seminars, or conferences on broad or more strategic subject areas.

- Build and leverage diverse collaborative networks within the ODNI and across the IC.
- Develop and continually expand personal knowledge in strategic counterterrorism analysis and achieve a government-wide reputation as a subject matter expert in this area.

Mandatory and Educational Requirements

- A writing sample that demonstrates the applicant's written communication skills.
- A 1-2 page narrative describing the below requirements:

Superior ability to both lead and independently perform the research, development, and production of high-quality, complex analyses, studies, projects, assignments and briefings on key US foreign policy and national security objectives for IC consumers and policymakers at the highest levels.

Superior interpersonal, organizational, and problem-solving skills, including an ability to work effectively both independently and in a team or collaborative environment; creative problem-solving skills and initiative in carrying out mission responsibilities based on senior-level guidance.

Demonstrated ability to remain open-minded and change opinions on the basis of new information and requirements; ability to support and defend group decisions and assessments, accept and incorporate feedback, solicit opinions from coworkers and collaborate on a variety of assignments.

Desired Requirements

- Background in or familiarity with terrorism or counterterrorism issues worldwide.
- Expert ability to apply knowledge of ODNI, IC organizations, and relevant customer organizations or operations to translate their requirements and provide appropriate output or responses to meet customer needs.

Key Requirements and How To Apply

Internal ODNI Candidates:

A complete application package must include:

- 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.
- WRITING SAMPLE:** Demonstrates the applicant's written communication skills.
- NARRATIVE:** A 1-2 page narrative outlined in the mandatory requirements section.
- PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required if the applicant is unable to provide the two most recent evaluations.



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

WHERE TO SUBMIT: Applications should be sent to either DNI-MSD-HR-RR-Team_C_WMA@dni.ic.gov (classified email system) or Recruitment_TeamC@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both saksdav@dni.ic.gov (*David S.*) and edgertk@dni.ic.gov (*Ken E.*) in lieu of the group address above. 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.

Current Federal Employees 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 must provide:

- a. **WRITTEN ENDORSEMENT** from the employing agency concurring with the detail.
- b. **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.
- c. **VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.
- d. **CURRENT SF-50:** 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: Applications should be sent to either DNI-MSD-HR-RR-Team_C_WMA@dni.ic.gov (classified email system) or Recruitment_TeamC@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both saksdav@dni.ic.gov (*David S.*) and edgertk@dni.ic.gov (*Ken E.*) in lieu of the group address above. 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.

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.

To verify receipt of your application package **ONLY**, you may call 703-275-3955.



OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

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 Team C; Phone: 703-275-3955; Email: Recruitment_TeamC@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-EEOD-RA-ACF@exchange.cia.ic.gov, by unclassified email at DNI-EEOD@dni.gov, by telephone at 703-874-8360, by TTY at 703-874-8554, or by FAX at 703-874-8651. 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.**