General Position Information

Job Title: 29699 - National Intelligence Collection Officer (NICO) Space & Technical Intelligence - SNIS Professional Tier 1

Salary Range: None provided (not applicable for detailees)

Vacancy Open Period: Enter 08/09/2019 – 08/08/2020

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates, Detailees

Division: PE/ODIR

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 SNIS Professional Tier 1 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

Only Senior Service (SNIS, SES, SIS, DISES, DISL) candidates, and Highly Qualified GS - 15/14 employees 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. Only Senior Service (SNIS, SES, SIS, DISES, DISL) candidates, and Highly Qualified GS - 15/14 employees 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.

*** OPEN UNTIL FILLED: This announcement will be open until the position is filled. Cut off points are scheduled in two-week increments. After each two-week cut-off point, all compliant applications received to include applicants from previous submission cut-off points will be reviewed for consideration.***

Component Mission

National Security Partnerships synchronizes IC support and whole of government efforts with federal, state and local governments, the private sector and the Department of Defense, ensuring IC outreach is coordinated, timely and relevant. It also provides key leadership for activities in four domains that operate across national sectors – aviation, maritime, space and cyber -- bringing the IC’s activities in these domains into alignment, and facilitating coordinated engagement internal to the ODNI, across the IC and with the rest of the federal government.

Major Duties and Responsibilities (MDRs)

- Advise NIM-S&TI on collection capabilities and trade-offs. Partner with the IC in advancing the collection mission and assessing progress against key intelligence gaps identified in the NIM-S&TI’s Unified Intelligence Strategy (UIS).
- Lead the integration and alignment of all collection capabilities within the ODNI and other collection agencies against the most important strategic intelligence issues within the NIM-S&TI mission areas.
- Balance long-term, enduring requirements against current issues and trade-offs while also documenting opportunity costs across the collection enterprise, in support of the NIM-S&TI’s UIS goals and requirements.
- Support the development of fiscal year budget builds and other budget matters in support of IC collection initiatives related to NIM-S&TI’s portfolio.
- Partner with MPAC to support assessments of collector performance through active participation in the Collection Platform Value Assessment and the Integrated Mission Strategy lines of effort.
- Partner with other NICO’s to de-conflict collection priorities, integrate strategies across NIM AORs, and align resources.
• Develop integrated collection strategies for respective mission areas. Conduct analysis and provide recommendations on “cross-target tradeoffs”.

• Maintain effective working relationships with other ODNI and IC components and other government agencies to address issues that span multiple mission or program areas.

Mandatory and Educational Requirements

• Expert knowledge of and broad experience with addressing intelligence collection-related issues, and in-depth expertise on intelligence collection activities, capabilities, programs, and organizations.

• Demonstrated expertise in developing near- and long-term collection strategies, setting goals, establishing metrics, overseeing projects and initiatives, and measuring progress.

• 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 Prior experience with multiple intelligence source disciplines and working in a cross-domain environment.

• Prior work experience focused on Space and Technical Intelligence, to include emerging and disruptive technologies.

• Prior experience working and collaborating with NRO, NSA, and NGA.

Desired Requirements

• N/A

Key Requirements and How To Apply

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

d. **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: Applications should be sent to either DNI_COO_Tm_HR_OPS_TEAM_A_WMA@cia.ic.gov (classified email system) or Recruitment_TeamA@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both portifa@dni.ic.gov (Faith P.) and bankssa@dni.ic.gov (Sandra B.) 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. 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.

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

e. 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. Please disregard if you are not a Federal Government employee.

f. 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: Applications should be sent to either DNI_COO_Tm_HR_OPS_TEAM_A_WMA@cia.ic.gov (classified email system) or Recruitment_TeamA@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both portifa@dni.ic.gov (Faith P.) and bankssa@dni.ic.gov (Sandra B.) 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 703-275-3799.

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: 703-275-3799; Email: Recruitment_TeamA@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.