General Position Information

Job Title: Strategic Initiative Director, NIM-NE

Position Number: 29754

Position Grade: GS-14

Salary Range: $126,233 - $164,102 (not applicable for detailees)

Vacancy Open Period: 06/30/2022 – 07/15/2022

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates, Detailees

Division: DNI/MI

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-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 as the advertised position grade may apply.

For a cadre assignment:
  - Current ODNI permanent cadre.

For a detailee assignment:
  - Current Federal Government employees at the same grade as the advertised 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 will be assigned to the position at the employee's current GS grade and salary.

A current Federal Government employee, selected for a detail assignment, 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)

Lead NIM-NE efforts on strategic initiatives such as the Unifying Intelligence Strategy for the Near East, Intelligence Planning Guidance, and Consolidated Intelligence Guidance.

Serve as NIM-NE lead for Joint Hard Target Strategies and other ODNI-funded initiatives.

Advise NIM-NE on budgetary issues and draft correspondence to support DNI Decision Document (DDD) process.

Initiate, cultivate, and maintain productive working relationships with peers and senior leaders across the IC working issues related to the AOR in order to integrate and coordinate the NIM’s mission strategy in support of U.S. policy objectives impacting the relevant region or issue.

Assist NIM in integrating the IC’s intelligence engagement in the relevant region; provide guidance and oversight to the IC on policymaker direction regarding intelligence relationships; coordinate IC strategic partner engagement with IC stakeholders for the NIM Office.

Lead interagency collaboration to address high-priority intelligence topics when necessary.

Maintain situational awareness and develop expertise on significant issues in the AOR affecting NIM equities and the broader community and alert the NIM and ODNI staff regarding emerging issues.

Support briefings to senior IC officials and other major stakeholders collaboration progress, issues and challenges.

Engage counterparts on tactical coordination issues for effective implementation flagship collaboration initiatives.
Mandatory and Educational Requirements

Demonstrated oral and written communication skills, including demonstrated ability to draft and edit written reports and talking points of varying length and complexity, and to communicate effectively with audiences of varying seniority and expertise.

Demonstrated analytical and critical thinking skills, including the demonstrated ability to think strategically, identify needs and requirements, develop recommendations, and evaluate outcomes against goals and objectives.

Demonstrated interpersonal skills and superior ability to work effectively in both independent settings and in a team or collaborative environment.

Extensive knowledge of IC organizations; IC mission posture, structures, capabilities, processes, and policy development.

Desired Requirements

Demonstrated ability to anticipate issues relevant to the IC and United States Government and recommend/implement needed actions.

Experience with Joint Hard Target Strategies.

Knowledge of and experience working on countries in the Near East AOR, to include Iran.

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. POSITION NUMBER: Reference the position 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: 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-HRM-Vacancies-Mailbox@cia.ic.gov (classified email system) or HRM-HR-OPS-VACANCY-TEAM@dni.gov (unclassified email system). Applicants experiencing technical issues may submit their application via email to either email system.
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 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. **POSITION NUMBER:** Reference the position 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:** Applicants from within the IC must submit an application through the classified IC Joint Duty Program website. Applicants from federal agencies outside the IC should be sent to either DNI-COO-HRM-Vacancies-Mailbox@cia.ic.gov (classified email system) or HRM-HR-OPS-VACANCY-TEAM@dni.gov (unclassified email system).

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 703-275-3888

**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: 703-275-3888; Email: HRM-HR-OPS-VACANCY-TEAM@dni.gov.

**Other Information**

The ODNI is an equal opportunity employer and abides by applicable employment laws and regulations.

**COVID-19 Vaccination Requirement:** To ensure compliance with an applicable nationwide preliminary injunction, which may be supplemented, modified, or vacated, depending on the course of ongoing litigation, the federal government will take no action to implement or enforce the COVID-19 vaccination requirement pursuant to Executive Order 14043 on Requiring Coronavirus Disease 2019 Vaccination for federal employees. Therefore, to the extent a federal job announcement includes the requirement that applicants must be fully vaccinated against COVID-19 pursuant to Executive Order 14043, that requirement does not currently apply.

Federal agencies may request information regarding the vaccination status of selected applicants for the purposes of implementing other workplace safety protocols, such as protocols related to masking, physical distancing, testing, travel, and quarantine.

**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 Reasonable Accommodation Office Representative by classified email at DNI_Reasonable_Accommodation_WMA@cia.ic.gov by unclassified email at DNI_DRA@dni.gov, by telephone at 703-275-3900 or by FAX at 703-275-1217. Your request for reasonable accommodation will be addressed on a case-by-case basis.

**THIS EMAIL IS FOR REASONABLE ACCOMMODATION REQUESTS ONLY. PLEASE SUBMIT YOUR APPLICATION VIA THE EMAIL ADDRESS PROVIDED IN THE ‘HOW TO APPLY’ SECTION ABOVE.**