



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

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General Position Information

Job Title: 30174 - Deputy National Intelligence Officer, Western Hemisphere - GS-15

Salary Range: \$114,590 - \$164,200 (not applicable for detailees)

Vacancy Open Period: 02/1/2019 - 02/16/2019

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates, 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 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 or one grade lower than the advertised position grade may apply.)

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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 National Intelligence for Intelligence Integration (DDNI/II) serves as the Director of National Intelligence's (DNI) senior leader for intelligence integration across the IC enterprise. DDNI/II 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, DDNI/II is responsible for increasing expertise and improving tradecraft at all levels through specialization, integration, and collaboration. DDNI/II 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).

The Office of the Director of National Intelligence (ODNI), Directorate for Mission Integration (DMI) serves as the Director of National Intelligence's (DNI) senior leader for intelligence integration across the Intelligence Community (IC) enterprise. DMI 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, DMI is responsible for increasing expertise and improving tradecraft at all levels through specialization, integration, and collaboration. DMI 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 in support of the National Intelligence Managers (NIMs) and to advance the Unifying Intelligence Strategies (UIS). The National Intelligence Council (NIC) consists of the most senior intelligence analysts supporting the Director of National Intelligence (DNI) in carrying out responsibilities as the head of the Intelligence Community (IC) and as the principal adviser to the President for intelligence matters related to national security. The NIC produces a variety of all-source, IC coordinated intelligence reports, including its flagship product, the National Intelligence Estimate, which represents the Intelligence Community's most authoritative statement on a key national security issues.

Major Duties and Responsibilities (MDRs)

- Lead the IC's production of strategic analysis on South America and other Western Hemisphere regional issues of importance to United States (U.S.) interests, and advise the DNI on key developments and issues.
- Manage the preparation, production, and coordination of NIEs and other IC coordinated papers on South America (IC Assessments, and Sense of the Community Memoranda).
- Act as the NIC lead on policy support for South American issues, ensuring that key policy customers are fully briefed and consulted on the IC's work on South America.

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- Provide authoritative guidance on priorities, based on customer needs and analytic requirements, for both national intelligence collection and analysis matters.
- Provide expert assessments to the DNI on collection and analysis regarding South America and other Western Hemisphere regional issues supporting the DNI's role of principal intelligence adviser to the President.
- Prepare and coordinate background papers and briefing books for the DNI's participation in the National Security Council Principals Committee, Cabinet meetings, and Congressional testimonies.
- Brief senior IC members, policymakers, military decision makers, members of Congress, and other major stakeholders, as necessary, on South America and other Western Hemisphere regional issues.
- Review and analyze research and production plans on South America and other Western Hemisphere regional issues of the Community's analytic components, identify redundancies and gaps; direct strategies to address gaps, and advise the DNI on gaps and shortfalls in analytic capabilities across the IC.
- Establish and foster liaison relationships with academia, the business community, and other non-government subject matter experts to ensure the IC has a comprehensive understanding of Western Hemisphere regional issues.
- Recognize, value, build, and leverage diverse collaborative networks with the ODNI and across the IC.

Mandatory and Educational Requirements

- Expert knowledge of South American and Western Hemispheric regional issues and the IC's Western Hemisphere analytic community and collection issues sufficient to lead the IC's analytic production.
- Superior interpersonal, organizational, and management skills to conceptualize and effectively lead complex analytic projects with limited supervision; superior ability to work with and represent the Community when analytic views differ among agencies.
- Excellent communications skills, including the ability to communicate effectively with people at all levels of leadership and all levels of knowledge of Western Hemisphere regional issues, the 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 finished intelligence assessments and other written products with emphasis on clear organization and concise, logical presentation.
- Expert knowledge of and ability to apply research capabilities and 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

- Working knowledge of and skills to use collaborative tools such as Intellipedia, A-Space, SharePoint, or other on-line Communities of Interest.

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- Proficiency at Reading level 3 is desired in any of the following language:
- Spanish

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.
- 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.
- VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.
- 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-MSD-HR-RR-Team_D_WMA@dni.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 clrkmon@dni.ic.gov (*Monica J.*) and aclale@dni.ic.gov (*Alex A.*) 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:

- WRITTEN ENDORSEMENT** from the employing agency concurring with the detail.
- 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.
- 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.

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- 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.
- 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-MSD-HR-RR-Team_D_WMA@dni.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 clrkmon@dni.ic.gov (*Monica J.*) and aclaale@dni.ic.gov (*Alex A.*) 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 703-275-3663.

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.

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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_COO_TM_EEOD_RA_WMA@cia.ic.gov, by unclassified email at DNI-EEOD_WMA@cia.ic.gov, by telephone at 301-243-0704 or by FAX at 301-243-1200. 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.**

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