



OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

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General Position Information:

Job Title: Chief, Private Sector Partnerships Group

Position Number: 18937

Position Grade: SNIS Executive Tier 1

Salary Range: None provided (not applicable for detailees)

Vacancy Open Period: 05/12/2021-05/27/2021

Position Type: Cadre, Detailee

Who May Apply: Internal Candidates, Detailees

Division: DNI/PC/DEISD

Duty Location: Bethesda, MD

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 a SNIS Executive Tier 1 cadre position in the ODNI.

- An internal candidate to fill a SNIS Executive 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

Senior Service (SNIS, SES, SIS, DISES, DISL) employees. GS employees may not apply.

Who 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.



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- 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 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 Policy and Capabilities Directorate is focused on ensuring the IC is best postured to meet the future challenges and threats confronting our nation.

The Domestic Engagement, Information Sharing and Data (DEISD) Office is responsible for leading the IC in managing information and data to ensure that it gets to the right people at the right time in the right format, while building, enabling and maintaining domestic partnerships to mutually share information, people, processes, technologies, innovations and ideas to inform decision making at all levels while advancing the IC mission and strengthening national security. DEISD partners include IC elements, Department of Defense, Federal, State, Local and Tribal organizations, and a broad range of private sector partners including industry, nongovernmental organizations (NGOs), and academia.

The mission of the Private Sector Partnerships Group (PSPG) in DEISD is to build, enable, and maintain private sector partnerships to mutually share information, people, processes, technologies, innovations, and ideas to advance the IC mission and strengthen national security.

PSPG staff efforts 1) enhance ODNI and IC-wide transparency and synchronization to have an informed IC approach to private sector partnerships; 2) develop and sustain enduring partnerships to close intelligence gaps, improve IC capabilities and extend global reach; 3) facilitate threat information sharing and awareness with the private sector to increase trust in the IC and improve the security and resilience of the private sector as national security partners; and 4) identify new capabilities and opportunities to address the changing global threat environments.

Major Duties and Responsibilities (MDRs)

- Lead and manage efforts with private sector partnerships, to include meeting mission goals; promoting an effective and collaborative work environment; and building a highly performing, diverse, and inclusive workforce through feedback and guidance on personal and professional development.

- Establish and maintain enduring partnerships with a wide range of private sector entities, ODNI components, Intelligence Community elements and other U.S. Government organizations. Private sector entities include industry,



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academia, non-profit organizations, Federally Funded Research & Development Centers and non-governmental organizations.

- Establish and enhance ODNI and IC-wide working groups to improve transparency and synchronization of private sector engagement activities, to include information sharing mechanisms and tools to better leverage engagement efforts.
- Develop and lead private sector engagement activities that contribute to the strategic goals and long-term planning efforts of the ODNI, the Policy and Capabilities Directorate and the Domestic Engagement, Information Sharing and Data Office.
- Develop and support ODNI leadership engagement with private sector entities.
- Advocate for and manage resources to accomplish overall mission (both funding and positions). Activities include timely planning and execution of resources and filling positions; understanding and defending IC resource baselines and associated mission outcomes; and use existing IPPBE mechanisms to propose, in collaboration with IC and external partners, new, well-researched initiatives to solve critical national security needs.
- Speak about the Private Sector Partnerships Group's mission at meetings, conferences, and public forums.
- Lead, manage, and direct a professional level staff, evaluate performance, collaborate on goal setting, and provide feedback and guidance regarding personal and professional development opportunities.

Mandatory and Educational Requirements:

- Demonstrated experience initiating, cultivating and maintaining productive working relationships with IC elements, external partners and other USG stakeholders; proven expertise working in an interagency environment.
- Demonstrated significant expertise and experience engaging with a variety of private sector organizations, especially in areas with a national security/economic security nexus.
- Demonstrated ability to successfully manage and align multiple projects, capabilities and strategies to promote intelligence capabilities and national security programs.
- Experience managing a professional staff, and providing innovative, results-oriented transformational leadership in the IC and/or the private sector.
- Outstanding ability to think critically and strategically and understand complex intelligence, operations, and security issues.
- Proven track record interacting and collaborating with individuals from diverse professional backgrounds.
- Prior experience developing policies and framing issues for decision makers.



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- Proven record of applied leadership success in building teams, leading change, managing resources, developing the workforce and working effectively with others in a diverse, complex and evolving environment.
- Strong ability to juggle competing priorities and help DEISD components meet changing priorities.
- Superior ability to communicate clearly and simply, with the experience to effectively communicate organizational vision and align employee and program performance to the mission.
- Strong representational and negotiation skills with an ability to build consensus and achieve win-win outcomes.
- Expert ability to generate IC-wide performance metrics, coordinate, and integrate execution of implementation plans; oversee change management process.
- Flexible work location, including willingness for local travel between ODNI buildings.

Desired Requirements:

- Prior successful experience working in one or more private sector organizations.
- Proven experience in information sharing efforts with external partners or other USG departments and agencies.
- Experience in, or knowledge of, innovation and technological developments that impact intelligence capabilities and national security.
- Prior experience as a senior leader in the ODNI or an IC agency.
- Outstanding performance in Tier 1 SNIS positions.

Key Requirements and How To Apply:

Internal ODNI Cadre 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 in the cover letter if the applicant is unable to provide the two most recent evaluations.
- 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



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either dni_coo_hrm_semo_wma@cia.ic.gov gov (classified email system) or DNI_CMO_HC_SEMO@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 HOYLEGR@dni.ic.gov (*Greta H.*) and cartecd@dni.ic.gov (*Cynthia C.*) in lieu of the group address above.

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 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.

WHERE TO SUBMIT: Applications should be sent to DNI_CMO_HC_SEMO@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both HOYLEGR@dni.ic.gov (*Greta H.*) and cartecd@dni.ic.gov (*Cynthia C.*) in lieu of the group address above.

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.

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 703-275-3300.



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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: 703-275-3300; Email: DNI_CMO_HC_SEMO@dni.gov

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.**