



## General Position Information

**Job Title:** Data Architect

**Position Number:** EC065

**Position Grade:** GS-14

**Salary Range:** \$103,690 – \$159,286 (not applicable for detailees)

**Vacancy Open Period:** 10/6/2021 – 10/21/2021

**Position Type:** Cadre, Detailee

**Who May Apply:** Internal ODNI Candidates, Detailees

**Division:** PC/RCE/SAOG

**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:

- An internal 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 up to one grade below 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 up to one grade below 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.

## **Component Mission:**

The information and Data Group (IDG) leads IC efforts to develop and adopt common data management standards, practices, and services with critical focus on the development of an IC Data Architecture "Compliant" Framework to achieve the goals and objectives outlined in the IC Information Environment Strategy, Data Management Lexicon ICS 501-01, and the IC Data Lifecycle Management (DLM) Concept of Operations.

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 partnership 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.

The information and Data Group (IDG) within DEISD leads IC efforts to develop and adopt common data management standards, practices, and services, to include overseeing IC investment in the IC Data services, which are being developed via NSA and CIA provided services of common concern. IDG leads the updates to the IC information Enterprise Data Strategy and promotes information and data interoperability. IDG supports the IC Chief Data Officer (CDO) to develop a data centric workforce through transforming intelligence tradecraft for the digital age by leading data acumen efforts, fostering data stewardship, and guiding policies for information sharing and safeguarding.

## **Major Duties and Responsibilities:**

Perform work on complex computer engineering projects or programs that may have ill-defined requirements, ambiguity, parallel tasks, multiple dependencies, high risks, and multiple interfaces; manage the design, construction, testing, and implementation of technical and functional specifications; provide technical oversight and initiate, plan, implement, and coordinate activities throughout the life of the project.

Exercise independent judgment on engineering solutions and alternative design options to meet customer requirements and provide guidance to junior engineers in the design and development of engineering solutions.

Manage and lead IC DEISD/IDG Data Centric Architecture initiatives and collaborate with leadership and SME's to ensure strategic alignment with the mission, goals, and objectives of the IC Data Strategy.

Build and expand trusted partnerships/relationships with IC Elements and Service Providers to achieve the desired mission outcome focused on what is achievable now and thinking in future terms of what could be achievable tomorrow within the whole of the IC in a federated environment.



# 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

Lead IC and FVEY efforts to develop and adopt common data management standards, practices, and services, to include overseeing IC investment in IC Data services.

Lead and advise executive leadership on critical aspects of the IC Data architecture (strategic, security, mission/business, data/information, applications and/or infrastructure), standards, and policies and best practices in data management to ensure efficient and accessible systems.

Coordinate tasking responses, work activities, assignments, and projects internal to the IC DEISD, within the ODNI, and across the IC, DoD, and Federal, State, Local, and Tribal government organizations ensuring the effective completion of initiatives and requirements.

Review and analyze governance policies, guidance, processes, information flow, and decision rights to ensure equities are captured and concerns are resolved.

Develop and conduct substantive governance briefings, presentations, reports, and other materials to inform senior leadership and IC stakeholders on data centric issues; ensure management and staff are kept abreast of emerging developments.

## **Mandatory Requirements:**

Successful knowledge of the mission, charter, roles, and responsibilities of the ODNI, IC, and U.S. Government agencies, and how these organizations can effectively cooperate in implementing information sharing or data management plans and programs.

Demonstrated success and experience developing entity relationship diagrams, logical models, data flow diagrams and/or object models.

Previous experience developing and/or analyzing requirements for data dictionaries; alignment with data standards; and implementation of mission-critical systems that leverage these data dictionaries.

Ability to balance responsibilities among project activities; ability to manage transitions effectively from task to task, adapting to varying customer needs.

Excellent interpersonal, organizational, and problem-solving skills, including a demonstrated ability to work effectively both independently and in a team or collaborative environment and to lead and mentor junior colleagues.

Excellent-level interpersonal, organizational, and problem-solving skills, including a superior ability to work effectively at the highest levels within an interagency environment on complex issues requiring sensitive negotiations and consensus-building.

Superior ability to identify emerging trends and issues, as well as the ability to assess the influence of these trends and issues on the effectiveness of U.S. Government programs.

Ability to objectively evaluate U.S. Government data exchange and information sharing and safeguarding policies and plans, taking into account a diverse and complex range of considerations in performing the evaluations.

Education:



Bachelor's degree or equivalent experience in a technical, policy, or political discipline.

## Desired Requirements

Experience designing or implementing Data Architecture

Experience developing and/or analyzing requirements IC wide data dictionary

## Key Requirements and How to Apply

**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-HR-HRM-TEAMB-Mailbox@cia.ic.gov (classified email system) or Recruitment\_TeamB@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.

## 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.



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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

- 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-HR-HRM-TEAMB-Mailbox@cia.ic.gov](mailto:DNI-HR-HRM-TEAMB-Mailbox@cia.ic.gov) (classified email system) or [Recruitment\\_TeamB@dni.gov](mailto:Recruitment_TeamB@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.

## **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: 301-243-1318; Email: [Recruitment\\_TeamB@dni.gov](mailto:Recruitment_TeamB@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](mailto:DNI_Reasonable_Accommodation_WMA@cia.ic.gov) and [DNI\\_Diversity\\_WMA@cia.ic.gov](mailto:DNI_Diversity_WMA@cia.ic.gov), by unclassified email at [DNI\\_DRA@dni.gov](mailto: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. **PLEASE DO NOT SUBMIT YOUR APPLICATION TO THE EEOC 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.**