



## General Position Information

**Job Title:** EFX Deputy Director of Investment Security Group (ISG)

**Position Number:** HP078

**Position Grade:** GS-15

**Salary Range:** \$126,233 - \$176,300 (not applicable for detailees)

**Vacancy Open Period:** 06/03/2022 – 06/18/2022

**Position Type:** Cadre, Detailee

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

**Division:** DNI/MI

**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 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.

For a cadre assignment:

- Current ODNI permanent cadre.

For a detailee assignment:

- Current Federal Government employees at the same grade or one grade lower than 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)

Oversee, coordinate, lead, and communicate comprehensive, sophisticated, and current analyses of complex and significant national, regional, and/or global issues for senior policymakers and key components in the Intelligence Community (IC), law enforcement, and the Office of the Director of National Intelligence (ODNI).

Oversee and lead the production of a broad range of finished intelligence products in support of United States (US) foreign policy and national security interests.

Assist C/ISG in leading a professional staff, assess performance, oversee goal setting, and provide feedback on personal and professional development for three ISG Branch Chiefs and analysts on their teams. Interact with managers and analysts to ensure compliance and collaboration with policies, development of ISG's organizational culture, and subject matter expertise in the realm of investment screening.

Orchestrate IC-wide mid- and long-term strategic analysis to advance senior policymaker understanding of investment trends and investment security related developments. Produce finished intelligence products through the National Intelligence Council, and other time-sensitive analysis for the most senior decision makers in the US Government. Assist C/ISG in review and preside over investment security related research and production plans of the IC's analytic components, identify redundancies and strategies to address gaps, and advise the DNI on shortfalls in analytic capabilities across the IC.

At the discretion of C/ISG, represent ODNI at senior policymaking meetings such as NSC-hosted IPCs, and CFIUS-related Assistant Secretary- and Deputy Secretary-level meetings. Brief policymakers, IC officials, members of Congress, foreign partners and other major stakeholders on investment and investment security related issues. Develop and sustain a professional network with IC analysts, analytic managers, and collection managers to ensure timely and appropriate intelligence support to policy customers regarding investment and investment security related trends.

Assist C/ISG in leading the IC's efforts to support foreign liaison intelligence services' development of their own investment threat assessment processes. Partner with Treasury, State, NSC, and other US policy agencies as appropriate to enable the development of US allies' investment security regimes. Assist C/ISG serve as the US Chair of FVEY



investment security community, otherwise known as Foreign Investment Intelligence Review Exchange (FIIRE). Represent and serve as coordinating agent for all IC agencies involved in the CFIUS process.

Serve as subject matter expert and analytic advisor on the full range of investment and investment security issues in support of the DNI's role as the principal intelligence advisor to the President. Establish and manage "outreach" relationships with academics, business community leaders, and other non-government subject matter experts to ensure the IC has a comprehensive understanding of global investment trends and investment security related issues.

## **Mandatory and Educational Requirements**

Superior and recognized analytic and critical thinking skills, including superior ability to think strategically.

Superior ability to execute senior-level guidance in a fast paced environment and superior ability to translate strategic goals into specific objectives with appropriate metrics and methods to track progress towards meeting those goals.

Superior ability to work effectively both independently and in a team or collaborative environment, and mentor junior colleagues

Demonstrated managerial skills, including planning and executing a unit's mission, handling personnel and budget issues, and providing career development feedback aligned with broader organizational goals. Demonstrate excellent interpersonal and organizational skills to conceptualize and effectively lead complex analytic projects with limited supervision.

Demonstrated writing and critical thinking skills, including the ability to edit finished all-source intelligence assessments and review and edit products with an emphasis on analytic tradecraft, clear organization, and concise and logical presentation. Manage analytic processes, understanding IC analytic capabilities and priorities, and work at senior levels across the community to drive analytic product.

Effectively work with senior policymakers, to include demonstrating a deep and current understanding of their analytic requirements and priorities. Work with and equitably represent the whole of the IC, including when analytic views differ among agencies.

Experience briefing and providing formal presentations to senior-level principals on technical or complex issues.

## **Desired Requirements**

Expertise in investment and investment security analysis and knowledge of the IC's investment security community.

Demonstrated capability to direct interagency, interdisciplinary IC teams against a range of functional and/or regional analytical issues.

## **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-



# 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

275-3900 or by FAX at 703-275-1277 . 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.**