



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

General Position Information

Job Title: Issue Manager for Counterspace

Position Number: MI950

Position Grade: GS-15

Salary Range: \$122,530 - \$172,500 (not applicable for detailees)

Vacancy Open Period: 05/13/2021 – 05/28/2021

Position Type: Cadre, Detailee

Who May Apply: Internal Candidates, Detailees

Division: DNI/MI/NIMC/NIM-SPACE

Duty Location: McLean, Virginia

Security Clearance: TS/SCI with CI Polygraph

Travel Required: 0-25% Travel

Relocation Expenses: For new ODNI detailees, 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:

- Internal candidates 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 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 detailee assignment:
 - Current Federal Government employees. (Current GS employees at the same grade or up to one grade below may apply.)



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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:

- Plan, manage, and coordinate multiple counterspace projects for Office of the Director of National Intelligence (ODNI) Senior Executives by reviewing, researching, writing/editing, coordinating, and collaborating on time-sensitive information, correspondence, papers, policy, and briefing materials in response to taskings and action items from internal and external sources.
- Overseeing intelligence activities, determining the state of collection and analysis, and identifying gaps and customer requirements related to space and counter-space intelligence topics.
- Advise leadership on critical space and counter-space intelligence issues, developments, opportunities, and threats.
- Lead, plan, coordinate and organize all essential information and materials to assist Senior Executives in the execution of daily mission objectives.
- Lead stakeholders and interagency working groups and liaise with community elements to drive intelligence integration for NIM Space on issues related to space and counter-space intelligence.
- Represent the NIM Space at meetings, conferences, and other fora.
- Support opportunities to advocate for and defend resources and assess return-on-investment for existing NIM Space-sponsored initiatives and campaigns.
- Utilize superior interpersonal skills and superior ability to work effectively in both independent and in team or collaborative environments.
- Lead a professional staff, assess performance, collaborate and oversee goal setting, and provide feedback on personal and professional development.

Mandatory Requirements:

- Extensive knowledge of the ODNI and IC agencies' space-related mission, organization, collection, and production responsibilities, as well as ODNI and IC administrative policies, procedures, and authorities.



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- Expert knowledge of, and demonstrated senior-level experience in, conducting, coordinating and leading IC-wide intelligence collection and analysis efforts focused on threats to US space capabilities and infrastructure and representing these efforts to IC customers in the policy and defense communities. Expert knowledge of, and demonstrated senior-level experience in, providing intelligence support to IC and DOD acquisition organizations and efforts.
- Superior leadership, interpersonal and management skills, oral and written communication skills, including ability to communicate effectively with audiences with diverse backgrounds, and the abilities to think strategically as well as to identify needs, requirements, develop recommendations, and evaluate outcomes against goals and objectives.
- Demonstrated experience leading teams of government and contractors and leading interagency working groups or committees on issues related to space and counter-space.
- Demonstrate superior oral and written communication skills, including superior ability to draft and edit written reports of varying length and complexity, and to communicate effectively with audiences of varying seniority and expertise on IC space and counter-space issues.
- Superior ability to coordinate, network, and communicate across the ODNI, IC and U.S. Government agencies.

Desired:

- Extensive knowledge of IC Space Enterprise and foreign counterspace topics.

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-TEAMD-Mailbox@cia.ic.gov (classified email system) or Recruitment_Teamd@dni.gov (unclassified email system).

Applicants experiencing technical issues may submit their application via email to either email system.

Applicants submitting via JWICS are requested to submit their materials to both sandmaj@dni.ic.gov (Jonathan S.) and mappsan@dni.ic.gov (Sandra M.) 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.



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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.
- 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-TEAMD-Mailbox@cia.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 *sandmaj@dni.ic.gov (Jonathan S.)* and *mappsan@dni.ic.gov (Sandra M.)* in lieu of the group address above. All attachments should be in Microsoft Word or Adobe PDF format.

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All Applicants:

APPLICATION PACKAGES MUST CONTAIN ALL ITEMS LISTED ABOVE. AN INCOMPLETE APPLICATION PACKAGE WILL BE INELIGIBLE FOR CONSIDERATION.



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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 excepted service agency, therefore because this position is in the excepted service, it may not be filled by competitive appointment, and acceptance of the proposed appointment will take applicants in competitive service positions outside the competitive service while occupying the excepted service position.

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.**