



General Position Information

Job Title: MI989 - Program Director for Energy Security – GS 14

Salary Range: \$102,663 - \$157,709 (not applicable for detailees)

Vacancy Open Period: 09/04/2020 – 9/19/2020

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates and Detailees

Division: DNI/MI/NIMC

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-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 as 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. (Current GS employees at the same grade as or one grade lower than the advertised position 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 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 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)

- Supports the Executive and National Intelligence Manager for Economic Security and Financial Intelligence (EFX) in efforts to coordinate and facilitate enterprise-wide integration of the Intelligence Community's energy security and sanctions related analytic, collection, counterintelligence and supporting capabilities and standards;
- Supports the EFX in efforts to ensure that the IC has the correct policy, human capital, data, technical, acquisition, and resource posture for the energy security mission space;
- Conducts strategic prioritization of mission management activities; assess the IC's ability to meet customer demands for energy security intelligence analysis;
- Serve as the EFX representative for developing, executing, and evaluating related portions of the office's Unified Intelligence Strategy;
- Serve as the EFX representative for integration activities, collaboration tools, policies and activities; lead efforts to drive collaboration across NIM teams as well as across the IC;
- Liaise with ODNI elements and with other agencies engaged in energy security-related intelligence activities to coordinate joint actions to ensure alignment of programs, procedures, and guidelines;
- Engage IC energy security counterparts to ensure effective UIS implementation and integration;
- Lead assessments to leverage best practices and lessons learned on energy security mission management;
- Support EFX participation in high-level policy meetings with talking points, background information, and the results of relevant engagements with IC agencies;
- Administer programmatic operations of the EFX office and liaise with senior officials to ensure strategic alignment and direction with ODNI staff and IC mission enterprise;
- Develop, align, and monitor directed resources and budget allocations in support of current and future projects informing investment decision-making and meeting internal ODNI suspenses and formal IPPBE deadlines and milestones
- Support development of new ODNI analytic and collection products in the energy security mission space;

Mandatory and Educational Requirements

- Demonstrated leadership skills and ability to lead interagency working groups, build coalitions with IC elements to achieve common goals and produce lasting outcomes.
- Superior knowledge of energy security components of the IC; IC mission posture, structure, capabilities, processes, and policy development. Demonstrated knowledge of key principles and issues facing the IC in this mission space.
- Superior understanding and experience working with of the USG's energy security policies, practices, and components; demonstrated record of success in the energy security mission space of addressing strategic requirements across the interagency



Desired Requirements

- Demonstrated ability to design and implement integration strategies for IC initiatives and programs, including the demonstrated ability to manage human, financial, and information resources.
- Superior ability to work both in group settings as well as self-orient on team strategies, goals, tasks, and other related projects.
- Demonstrated knowledge of the Intelligence Planning, Programming, Budget, and Evaluation (IPPBE) process and experience developing inputs for each phase.

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 either DNI_COO_TM_HR_OPS_TEAM_D_WMA@cia.ic.gov (classified email system) or Recruitment_TeamD@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 kurtjen@dni.ic.gov (*Jen K.*) and ACLAALB@dni.ic.gov (*Alex A.*) in lieu of the group address above.

Current Federal Employees within the Intelligence Community (IC) 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 Applying for a Detail Assignment:

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.
- VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.



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

- d. **SF-50 (if applicable):** Current or former Federal Government employees must provide an SF-50, "Notification of Personnel Action" to verify current federal status, position, title, grade, and organization of record.

WHERE TO SUBMIT: Applicants from federal agencies outside the IC should be sent to either DNI_COO_TM_HR_OPS_TEAM_D_WMA@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 kurtjen@dni.ic.gov (*Jen K.*) and ACLAALB@dni.ic.gov (*Alex A.*) 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 703-275-3663.

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.

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 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.**