General Position Information

Job Title: PE264 - Deputy Chief, National Intelligence Priorities Framework Group – GS-14

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

Vacancy Open Period: 2/6/2020 – 2/21/2020

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates, Detailees

Division: MI/MPAC

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 or one grade lower than the advertised position grade 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 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)**

- **Team Leadership.** Directly supervise a diverse team of staff and/or contracted professionals responsible for managing the National Intelligence Priorities Framework (NIPF); foster a culture of excellence while promulgating strategic direction and guiding implementation. Develop the group work-plan; assess organizational capability and capacity requirements; oversee work-plan implementation; assure quality completion of assigned tasks; and direct group-level material and non-material adjustments to ensure the group's responsibilities are satisfied. Cultivate and mentor the staff: recruit highly qualified talent; prescribe specific, measurable, achievable, relevant, and time-bound expectations; provide formal and informal performance evaluations; identify development opportunities; and recognize excellence. Draft group input into supporting contract requirements and evaluations.
- **Technical Leadership.** Provide substantive expertise to the division on defense intelligence prioritization and related engagement with intelligence and warfighter communities. Review National Intelligence Council and Defense Department strategic analyses, national- and defense-level strategies, and intelligence-performance assessments for intelligence-prioritization implications; lead MPAC’s solicitation, validation, and codification of defense intelligence-priorities, in partnership with the Undersecretary of Defense (Intelligence & Security) and combat support agencies; direct engagement with senior leaders of the intelligence and warfighter communities; manage development of the NIPF product line, including incorporation of the Defense Department’s data layer; ensure timely and accurate recording of defense intelligence-priorities in the NIPF database of record; and lead the NIPF modernization efforts.
- **Cross-Organizational Collaboration.** Work closely with Chief of the Emerging Needs Group and with division leadership toward the cohesive implementation of the ADNI’s strategic vision. Recommend opportunities by which SPD can strengthen its contributions to MPAC performance assessments and investment recommendations.
- **Collaborate with stakeholders to develop the roadmap for the strategic solution to compartmented collaboration.**

**Mandatory and Educational Requirements**
Extensive knowledge of IC organizations and of IC mission posture, structures, capabilities, processes, and policy development.

Demonstrated analytical and critical thinking skills, including the demonstrated ability to think strategically, identify needs and requirements, develop recommendations, and evaluate outcomes against goals and objectives.

Demonstrated ability to anticipate issues relevant to the IC and United States Government and recommend/implement needed actions.

Demonstrated leadership skills and ability to lead interagency working groups and to build coalitions with IC elements to achieve common goals.

**Desired Requirements**

- Demonstrated knowledge of the National Intelligence Priorities Framework, the Integrated Department of Defense Intelligence Priorities (IDIP), and Intelligence Functions prioritization (e.g., HUMINT “Big Board”).
- Demonstrated ability to design and implement integration strategies for IC initiatives and programs, including the demonstrated ability to manage human, financial, and information resources.
- Demonstrated ability to manage strategic and tactical level topics and to develop innovative recommendations and solutions for improvement.
- Demonstrated interpersonal skills and superior ability to work effectively both independently and in a team or collaborative environment.
- Demonstrated oral and written communication skills, including demonstrated ability to draft and edit written reports of varying length and complexity and to communicate effectively with audiences of varying seniority and expertise.

**Key Requirements and How To Apply**

**Internal ODNI Cadre 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. **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 aclaale@dni.ic.gov (Alex A.) in lieu of the group address above.

**Applicants from federal agencies outside the IC Applying for a Detail Assignment:**
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. **VACANCY NUMBER**: Reference the vacancy 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.

e. **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 aclaale@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 EEOD EMAIL ADDRESS. THIS EMAIL IS FOR REASONABLE ACCOMMODATION REQUESTS ONLY. PLEASE SUBMIT YOUR APPLICATION AS PROVIDED IN THE ‘HOW TO APPLY’ SECTION ABOVE.