



# 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:** Chief, IC Enterprise Architecture

**Position Number:** PF284

**Position Grade:** GS-15

**Salary Range:** 122,530 – 172,500 (not applicable for detailees)

**Vacancy Open Period:** 07/12/2021 – 08/09/2021

**Position Type:** Cadre, Detailee

**Who May Apply:** Internal and External Candidates, Detailees

**Division:** DNI/ICCIO/AIG

**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 or external candidates to fill a GS-15 cadre position.

**\*\*\*THIS IS A STAFF RESERVE TERM-LIMITED POSITION\*\*\***

- If hired at the GS-15 position you will be hired as a staff reserve
- Staff reserve appointments are term-limited appointments of one year, with a possible renewal of up to one year, not to exceed a cumulative total of two years of service.
- 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 as 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.



# 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

- For a cadre assignment:
  - Current ODNI permanent cadre.
  - Candidates outside the Federal Government.
  - Current Federal Government employees. (Current GS employees at the same grade or one grade lower as the advertised position grade may apply.)
- For a detailee assignment:
  - Current Federal Government employees. (Current GS employees at the same grade or one grade lower as 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.
- For a selected non-Federal Government candidate, salary will be established within the salary range listed above, based on education and experience.

## Component Mission:

The Intelligence Community (IC) Chief Information Office is responsible for advancing the Intelligence Community's mission by driving secure collaboration, integration, and information sharing; identifying and addressing information enterprise risks; and providing strategic leadership and oversight of the Intelligence Community's enterprise architecture and enterprise information technology.

The Intelligence Community (IC) Chief Information Officer (CIO) is responsible for advancing the IC's mission by driving secure collaboration, integration, and information sharing; identifying and addressing information enterprise risks; and providing strategic leadership and oversight of the IC's enterprise architecture and enterprise information technology. As we took a look at our current strategic resource planning, the Chief, IC Enterprise Architecture and the Chief IC Systems Integration are key positions to achieve statutory requirements, maintain architectural consistency, and enable effective planning, programming, and oversight of IC technology investments.

## Major Duties and Responsibilities:

- Provide leadership to develop and maintain balance between autonomous requirements of IC Elements with secure, interoperability requirements of IC Enterprise.
- Provide leadership in the development and implementation of the IC Enterprise Architecture (IC EA) and supporting products by building trusted partnerships and continued enduring commitment for success.
- Provide leadership and expertise in the IC Reference Architecture Framework and process to fostering IC ownership towards the achievement of desired outcomes and ensure consistent, repeatable, and verifiable results.



# 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

- Directs and oversees the development/delivery of Reference Architecture strategy, purpose, scope, desired outcomes, design patterns, and implementation patterns. These patterns enable different delivery approaches, including single provider and/or federated providers that need to be integrated.
- Works very closely to align architectural design with the IC Data and Enterprise Architects.
- Manage the expectations of senior-level customers and ensure the delivery of quality products and services; leads the examination of project/program outcomes.
- Leads and guides the team in the identification and mitigation of project risks.
- Leads and oversees complex IT projects and programs that may include ill-defined requirements, ambiguity, parallel tasks, multiple dependencies, high risks, and multiple interfaces; ensures alignment with strategic and corporate objectives; ensures plans and schedules are developed and followed throughout the life of the project.
- Responsible for articulating how the Enterprise Architecture is improving the IC's mission functions that in turn lead to better operational results, i.e. in the warfighter, covert, and law enforcement areas.
- Responsible for leading the IC to define the future state of IT and ensures compliance with architecture and domain management.
- Leading the categorization, sequencing and dependency analysis of the enterprise core business, mission areas and shared services.
- Provide leadership and/or oversight to complex IT projects or programs that may include ill-defined requirements, ambiguity, parallel tasks, multiple dependencies, high risks, and multiple interfaces; ensure alignment with strategic or corporate objectives; lead the definition and review of customer and stakeholder requirements; ensure plans and schedules are developed and followed throughout the life of the project.

## **Mandatory Requirements:**

- Deep understanding of Enterprise Architecture frameworks (e.g., TOGAF, FEAF, DoDAF), industry standards and best practices.
- Knowledge of IT service architectures that support business and mission needs, cloud services (Google, AWS, Microsoft, etc.), networks architectures, and cyber security architectures.
- Expert ability to communicate, both verbally and in writing, complex information in a clear, concise manner that is targeted to and meets the needs of diverse audiences with different perspectives and objectives.



# 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

## Desired Requirements

- Bachelor's degree in computer science, engineering, information science, information systems management, mathematics, operations research, statistics, or technology management or degree that provided a minimum 24 semester hours in one or more of the fields identified above and required the development or adaptation of applications, systems or networks.
- Certification as a Certified Enterprise Architect (CEA) from the FEAC Institute.
- Eight years of program management or systems engineering experience on a major, cross organizational IT service development program with experience in federal programs within the last ten years. Federal experience can be either as Federal civilian or as a prominent member of industry team.

## Key Requirements and How to Apply

Internal ODNI 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.
- VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.
- COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

***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](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.



# 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

## External Candidates:

### Key Requirements:

- U.S. Citizenship.
- Successful completion of CI polygraph and background investigation.
- Successful completion of an ODNI medical screening.
- A two-year trial period is required for all new permanent appointments to the ODNI.

A complete application 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.
- COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.
- SF-50:** 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.
- APPLICANTS CURRENTLY EMPLOYED BY A COMPETITIVE SERVICE AGENCY:** Must provide a written statement that they understand that, if selected for a position with ODNI, they are leaving the competitive service voluntarily to accept an appointment in the excepted service.

**WHERE TO SUBMIT:** *External Candidates must submit an application through the [www.intelligencecareers.gov](http://www.intelligencecareers.gov).* All attachments should be in Microsoft Word or Adobe PDF format.

### 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.***



# 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

## 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-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)



# 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

## 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 offers a broad array of benefits programs and family friendly flexibilities for ODNI cadre.

- Federal Employees Health Benefits Program: <http://www.opm.gov/insure/health/index.asp>
- Life Insurance: <http://www.opm.gov/insure/life/index.asp>
- Long-Term Care Insurance: <http://www.ltcfed.com>
- Federal Employees Retirement SYSTEM (FERS) (new employees automatically covered):  
<http://www.opm.gov/retire/index.asp> If you are transferring from another agency and covered by the Civil Service Retirement System (CSRS), you may continue in that system.
- Annual and Sick Leave: <http://www.opm.gov/oca/leave/index.asp>
- Flexible Spending Accounts for Health Care and Dependent Care: <http://www.fsafeds.com/fsafeds/index.asp>
- Paid Federal Holidays
- Alternative Work Schedules

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 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.**