



## General Position Information

**Job Title:** 30753- Deputy, Identity Intelligence Analyst, NCTC/DII, GS-15

**Salary Range:** \$144,128-\$172,500

**Vacancy Open Period:** 3/12/2021 – 3/27/2021

**Position Type:** Cadre, Detailee

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

**Division:** NCTC/DII

**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-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 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 National Counterterrorism Center (NCTC) leads our nation's effort to combat terrorism at home and abroad by analyzing the threat, sharing that information with our partners, and integrating all instruments of national power to ensure unity of effort. The Center serves as the primary organization in the United States Government (USG) for analyzing and integrating all intelligence possessed or acquired by the USG pertaining to terrorism and counterterrorism, and its Director serves as the Counterterrorism Mission Manager. NCTC also serves as the central and shared knowledge bank on known and suspected terrorists and international terrorist groups, as well as their goals, strategies, capabilities, and networks of contacts and support. In addition, NCTC conducts strategic operational planning for counterterrorism activities, coordinating and integrating the efforts of departments and agencies across the Federal Government.

## Major Duties and Responsibilities (MDRs)

The Directorate of Identity Intelligence is seeking highly-qualified applicants. The group manages NCTC's identity resolution mission, including its screening support through the successful Kingfisher Expansion Program, and its expanding biometric analytic capability. DII is seeking a collaborative and motivated senior manager to serve as the Deputy Group Chief to help the group to posture itself for the future by more fully integrating biometrics and identity exploitation of the full scope of NCTC's unique data holdings into the already existing screening of the spectrum of US visa applications, immigration benefit applications, and travel authorizations. Assigned duties include:

- Work with the group chief and other deputies to set and implement a vision.
- Drive the group's production, ensuring that products capitalize on NCTC's unique data access and meet the highest standards of tradecraft.
- Recruit, develop, and retain a diverse and highly qualified workforce. Ensure personnel are appropriately challenged, rewarded, and given the support, tools, training and opportunities they need to develop and succeed. Cultivate an inclusive environment that fosters the development of all officers to their full potential. Clearly communicate expectations and provide subordinate managers and analysts and support personnel with timely and candid assessments of their strengths and developmental needs.
- Develop and sustain partnerships with both internal and external customers and stakeholders, providing tailored analytic support, as needed. Leverage relationships with partners to improve access to data and deliver enhanced analytic insights.
- Be a model of customer service, so that customers from across the US Government, IC, and key liaison partners rely on persistent search capabilities to flag key developments for them.



- Manage complex issues effectively, and appropriately empower your subordinate managers to make decisions and take action.
- Manage and assess the status of assigned projects on a continuous basis, to include resource management and contractor support, and ensure that all resources are aligned with mission priorities.
- Manage, lead and develop dynamic and long-term planning efforts in the current and anticipated planning structure.
- Actively participate in corporate activities to advance the vision and goals of the DI, NCTC, and ODNI.
- Serve as the primary approver for the allocation of resources, including but not limited to training, travel, and contracts; advise senior leadership on resource needs for the entire unit.
- Evaluate and develop first-line supervisors; serve as a substantive supervisory and analytic resource, teaching and guiding team chiefs; provide substantive feedback to include career development counseling and skills development.

## **Mandatory and Educational Requirements**

- Demonstrated success as a supervisor.
- Demonstrated ability to work well across organizational lines, breaking down stovepipes, and collaborating and communicating effectively across functional and geographic lines, as well as up, down, and across organizations.
- Proven ability to develop and sustain an inclusive environment; ability to clearly define and articulate mission objectives and hold subordinates accountable for results.
- Demonstrated interpersonal skills and ability to build consensus, work effectively and independently, and influence key stakeholders to build a broad coalition promoting an interagency and national approach to terrorism and counterterrorism.
- Demonstrated ability to plan strategically, analyze, and assess programmatic initiatives, and report trends impacting mission objectives.
- Demonstrated knowledge of resource management principles and applications.
- Exceptional oral and written communications skills.
- Expert knowledge of analytic tradecraft.
- Exceptional critical thinking skills, including an ability to think strategically.
- Demonstrated success in attracting and retaining highly skilled officers.
- Experience taking a corporate approach.
- Perform at a high-level in a fast-paced, dynamic work environment.

## **Desired Requirements**

## **Key Requirements and How to Apply**

### **Internal ODNI Candidates:**

**A complete application package must include:**



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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

- 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.

**WHERE TO SUBMIT:** Applications should be sent to either DNI-HR-HRM-TEAMC-Mailbox@cia.ic.gov (classified email system) or Recruitment\_TeamC@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.

## **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-TEAMC-Mailbox@cia.ic.gov (classified email system) or Recruitment\_TeamC@dni.gov (unclassified email system). 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.**

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 703-275-3955.

## **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: 703-275-3955; Email: [Recruitment\\_TeamC@dni.gov](mailto:Recruitment_TeamC@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](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 703-275-3799 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.**