



## General Position Information

**Job Title:** 10170 - Director of Terrorist Identities, NCTC - SNIS Executive Tier 2

**Salary Range:** None provided (not applicable for detailees)

**Vacancy Open Period:** 06/03/2019 – 06/18/2019

**Position Type:** Cadre, Detailee

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

**Division:** NCTC/DTI

**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 SNIS Executive Tier 2 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

Only Senior Service (SNIS, SES, SIS, DISES, DISEL) candidates may apply. GS employees may not 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. Only Senior Service (SNIS, SES, SIS, DISES, DISEL) candidates may apply. GS employees may not 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.

## Office Mission

The primary responsibility of the Directorate of Terrorist Identities (DTI) is to maintain and enhance the USG's authoritative database on known or suspected international terrorists, the Terrorist Identities Datamart Environment (TIDE), and to lead USG screening and vetting activities in the CT mission space and support analysis. In doing so, DTI develops processes for obtaining and integrating biometric (fingerprints, facial photos, iris scans) and other identity centric data into TIDE as well as enhancing TIDE records through analysis of encounter data, correlation of big data, and identity resolution based on emerging threat information. DTI also houses NCTC's screening mission, which supports interagency partners by vetting their applicants against government data repositories. Our workflows are many and complex such that collaboration is an essential aspect of life. DTI's mission statement declares, "Discover, enhance, and share identity intelligence that advances the most complete and accurate identity picture to our partners in supporting terrorism analysis and successful screening activities that ultimately helps prevent terrorist plans and operations against US interests."

## Major Duties and Responsibilities (MDRs)

- The Director of Terrorist Identities (D/DTI) leads a wide spectrum of critical mission activities, including maintaining, enhancing, and sharing the information in TIDE, the IC's central and shared database of terrorist identity information; collaborating with seniors across the USG in support of the watchlisting (WL) and screening missions; and providing oversight and input on USG processes related to these issues. D/DTI leads a large staff of government and contract employees in their completion of the Directorate's mission; represents DTI in various USG and IC forums; and provides the Directorate's strategic vision, driving the implementation of methods, workflows, and processes that enable efficiency and effectiveness. Duties and responsibilities include:
  - Lead the Directorate's and ensure activities are commensurate with NCTC goals and objectives.
  - Ensure that TIDE records are maintained in as robust a fashion as possible with a primary focus on quality control of the



data. • Lead the development and direction of strategies to facilitate information sharing and enhance watchlisting processes with interagency steering committees, partner organizations, and other IC working groups. • Establish essential programs, determine priorities, and oversee the execution of the structured procedures to ensure optimal achievement and compliance with mission objectives. • Maintain sufficient subject matter expertise to participate in the development of the USG vision regarding terrorist identities – both in terms of analysis, and screening and vetting. Champion the use of both biographic and biometric identifiers in pursuit of classified and unclassified screening and vetting • Coordinate and liaise with the National Vetting Center, the Terrorist Screening Center, and other component and frontline screening agencies to establish, cultivate, and lead the understanding of and compliance with the USG watchlisting laws, regulations, and other mandatory guidelines. • Liaise with NCTC's Front Office, Directorates, and Offices to administer resource allocations, expenditures, and budget processes to include the establishment of controls and procedures to ensure adherence with mission objectives and provide innovative solutions regarding resource inequities. • Develop and maintain a network of senior-level contacts within National Security Council (NSC), the Central Intelligence Agency (CIA), Federal Bureau of Investigation (FBI), National Security Agency (NSA), Department of Homeland Security (DHS), Department of Defense (DoD), U.S. military officials, foreign liaison services, and other agencies and offices to promote, monitor, and implement best practice methodologies regarding CT and information sharing techniques. • Lead, manage, and direct a professional level staff, evaluate performance, collaborate on goal setting, and provide feedback and guidance regarding personal and professional development opportunities. • Represent the office to senior IC officials, and other major stakeholders as necessary at meetings, conferences, and other events to increase awareness of emerging trends concerning CT information sharing practices, procedures, and techniques.

## **Mandatory and Educational Requirements**

- Expert knowledge of CT and USG watchlisting community organizations including CIA, FBI, NSA, DHS, DoD, military officials, and foreign liaison services. • Extensive knowledge of information sharing techniques related to terrorist identities, including the ability to evaluate information sharing programs, to analyze issues, and make recommendations to leadership. • Expert leadership and management capabilities, including comprehensive knowledge of business practices and procedures to formulate and execute budgetary and financial responsibilities. • Ability to translate mission needs into an information technology architecture that will meet the Country's needs in the future • Strong analytical and critical thinking skills, including the ability to think strategically, identify information sharing techniques and requirements, and develop structured recommendations and solutions.

## **Desired Requirements**

- Superior ability to negotiate in an environment of restricted resources. • Knowledge of policy issues at all levels related to the DTI mission.

## **Key Requirements and How To Apply**

### **Internal ODNI Candidates:**

A complete application package must include:



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- 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.

**WHERE TO SUBMIT:** Applications should be sent to either DNI\_COO\_TM\_HR\_OPS\_TEAM\_C\_WMA@cia.ic.gov (classified email system) or Recruitment\_TeamC@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both saksdav@dni.ic.gov (*David S.*) and longvj@dni.ic.gov (*Vincent L.*) 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.

## **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.

**WHERE TO SUBMIT:** Applications should be sent to either DNI\_COO\_TM\_HR\_OPS\_TEAM\_C\_WMA@cia.ic.gov (classified email system) or Recruitment\_TeamC@dni.gov (unclassified email system). Applicants submitting via JWICS are



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requested to submit their materials to both [saksdav@dni.ic.gov](mailto:saksdav@dni.ic.gov) (*David S.*) and [longvj@dni.ic.gov](mailto:longvj@dni.ic.gov) (*Vincent L.*) 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.

## 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 EEO 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.**