



General Position Information

Job Title: 17179 - National Intelligence Collection Officer for East Asia - SNIS Professional Tier 1

Salary Range: None provided (not applicable for detailees)

Vacancy Open Period: 04/12/2019-05/03/2019

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates, Detailees

Division: DDII/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 SNIS Professional Tier 1 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

Senior Service (SNIS, SES, SIS, DISES, DISEL) candidates may apply. Highly qualified GS 15 employees 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. Senior Service (SNIS, SES, SIS, DISES, DISEL) candidates may apply. Highly qualified GS 15 employees 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 National Intelligence for Intelligence Integration (DDNI/II) serves as the Director of National Intelligence's (DNI) senior leader for intelligence integration across the IC enterprise. DDNI/II 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, DDNI/II is responsible for increasing expertise and improving tradecraft at all levels through specialization, integration, and collaboration. DDNI/II 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)

- Maintain effective working relationships with other ODNI and IC components and other government agencies to address issues that span multiple mission or program areas.
- Serve as the principal collection subject matter expert responsible for supporting the DDNI and NIM-East Asia in developing, maintaining, and executing a Unifying Intelligence Strategy (UIS).
- Performs in a leadership role in aligning and integrating the IC collection enterprise's total array of collection capabilities against the nation's most important strategic intelligence issues related to East Asia. Lead the NIM-East Asia National Intelligence Collection Officer (NICO) Team and assign tasks to team members in support of NIM-East Asia initiatives.
- Serve as the principal advisor on the operationalization of intelligence information related to East Asia. Serve as the NIM-EA lead for the Joint Hard Target Strategy for China and representative to the cross-cleared group to devise innovative strategies to close the hardest collection gaps related to China.
- Partner with the East Asia IC Community in assessing progress against key intelligence gaps of the UIS.
- Conceptualize, develop, analyze, and create strategic collection initiatives and requirements to ensure their alignment with National Intelligence Priorities Framework objectives, as well as ODNI and NIM-East Asia missions and goals.
- Lead, initiate, cultivate, and maintain productive working relationships with senior policymakers across the IC in order to coordinate collection development activities and evolving requirements and promote the



implementation of the East Asia mission and enterprise objectives. Advise and engage senior IC leadership on collection priorities, opportunities, gaps, and interdependencies related to East Asia.

- Lead, plan, and prepare briefings, reports, and presentations to organizational leadership, senior policymakers, and senior United States (U.S.) Government agencies and to USG officials in a manner that meets their specified requirements and provide expert opinion and recommendations related to IC East Asia collection capabilities that ensure IC strategic plans and programs align with strategic objectives.
- Lead efforts to determine the state of collection against East Asia missions, identifying gaps against those missions, developing integrated, cross-intelligence collection strategies to fill gaps, tasking collection activity against their assigned missions, consistent with overall guidance from the ODNI and NIM-East Asia, and evaluating collector responsiveness and success in filling collection gaps and meeting mission requirements.

Mandatory and Educational Requirements

- Expert knowledge of IC organizations' East Asia collection missions in order to develop the national -level collection strategies and policies necessary to support U.S. national security and foreign policy interests.
- Expert ability to evaluate collection-associated trends, strategy, and implementation plans, results, and programmatic data, propose innovative solutions, and implement change.
- Superior communication (written and verbal) skills to effectively and efficiently communicate organizational vision, mission, and plans.

Desired Requirements

- Superior ability to communicate clearly, both orally and in written reports, and to logically analyze, synthesize, and evaluate multiple sources of information for their inclusion in briefings and written documents.
- Expert organizational and interpersonal skills to facilitate diverse forums, manage competing priorities, and advocate new ideas/concepts/processes.
- Superior ability to exercise independent judgment on time-sensitive issues and work collaboratively across the IC.

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.



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

- 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_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 hoylegr@dni.ic.gov (*Greta H.*) and aclaale@dni.ic.gov (*Alex A.*) 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.
- 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_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 hoylegr@dni.ic.gov (*Greta H.*) and aclaale@dni.ic.gov (*Alex A.*) in lieu of the group address above. All attachments should be in Microsoft Word or Adobe PDF format.



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

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 703-275-3663 .

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_COO_TM_EEOD_RA_WMA@cia.ic.gov, by unclassified email at DNI-EEOD_WMA@cia.ic.gov, by telephone at 301-243-0704 or by FAX at 301-243-1200. 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.**



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