



## Position Information

**Job Title:** 18478 - Community Integration Group Chief, NCTC/NIM-CT - GS-15

**Salary Range:** \$137,849 - \$166,500 (not applicable for detailees)

**Vacancy Open Period:** 5/2/2019 – 5/17/2019

**Position Type:** Cadre, Detailee

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

**Division:** NCTC/NIM

**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 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.

- For a cadre assignment:
  - Current ODNI permanent cadre.
- For a detailee assignment:
  - Current Federal Government employees. (Current GS employees at the same grade 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.
- 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)**

- Institute a group-wide cultural shift focused on leading the CT community in support of mission objectives.
- Oversee, lead and serve as the National Intelligence Collection Officer for counterterrorism.
- Manage and lead counterparts on tactical coordination issues for effective implementation flagship collaboration initiatives.
- Collaborate with stakeholders to develop a roadmap for the strategic solution to compartmented collaboration.
- Rank and prioritize competing requirements through a transparent and accountable methodology.
- Support briefings to senior IC officials and other major stakeholders' collaboration progress, issues and challenges, and opportunities.
- Conduct assessments to capture IC progress towards mission objectives and assess how well the IC is postured for future environments.
- Manage staff to ensure full range of understanding of customer requirements related to assigned missions and ensuring these requirements have been conveyed to and coordinated with the ODNI and the IC.



- Direct the setting of collection and analysis priorities for national intelligence related to assigned missions.
- Lead the IC to meet mission objectives of the National Intelligence Strategy (NIS) and National Strategy for CT in accordance with the Intelligence Reform and Terrorism Prevention Act (IRTPA) and Intelligence Community Directive 900.
- Develop integrated IC strategies for respective mission areas. Conduct analysis and provide recommendations on “cross-target tradeoffs”.
- Advise and engage senior IC leadership on strategic priorities, opportunities, gaps, and make recommendations for improvements while working closely with the Community Resources and Strategy Group to link IC CT progress on strategies to budgetary requirements.
- Lead efforts to determine the state of collection and analysis against assigned missions, identifying gaps against those missions, developing integrated, cross-intelligence analytic and collection strategies to fill gaps, tasking activities against their assigned missions, consistent with overall guidance from the ODNI, and evaluating community responsiveness and success in filling gaps and meeting mission requirements.
- Lead a team of professional staff and assess performance, collaborate and oversee goal setting, and provide feedback on personal development.
- Manage staff to conduct the Counterterrorism Advisory Board and be the lead for the community for the National Intelligence Priority Framework for Counterterrorism (NIPF-CT).

## **Mandatory and Educational Requirements**

- Superior capability to build, maintain, and improve relationships across the IC.
- Extensive knowledge of IC organizations; IC mission posture, structures, capabilities, processes, and policy development.
- Superior leadership skills and ability to lead interagency working groups, build coalitions with IC elements to achieve common goals.
- 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, build coalitions with IC elements to achieve common goals.
- 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 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 manage strategic and tactical level topics, and develop innovative recommendations and solutions for improvement.
- Demonstrated interpersonal skills and superior ability to work effectively in both independent 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.

## **Desired Requirements**

- Ten years of experience managing CT analysis or collection issues.

## **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.

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

### **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\\_C\\_WMA@cia.ic.gov](mailto:DNI_COO_TM_HR_OPS_TEAM_C_WMA@cia.ic.gov) (classified email system) or [Recruitment\\_TeamC@dni.gov](mailto:Recruitment_TeamC@dni.gov) (unclassified email system). Applicants submitting via JWICS are 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\\_COO\\_TM\\_EEOD\\_RA\\_WMA@cia.ic.gov](mailto:DNI_COO_TM_EEOD_RA_WMA@cia.ic.gov), by unclassified email at [DNI-EEOD\\_WMA@cia.ic.gov](mailto: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.**