



General Position Information

Job Title: 20597 - Deputy Chief, Counterterrorism Assessments Group - GS-15

Salary Range: \$134,789 - \$164,200

Vacancy Open Period: 02/14/2019 – 02/28/2019

Position Type: Cadre

Who May Apply: Internal ODNI Candidates

Division: NCTC/DSOP

Duty Location: McLean, VA

Security Clearance: TS/SCI with CI Polygraph

Travel Required: 0-25% Travel

Position Information

This is an opportunity for:

- An internal candidate to fill a GS-15 cadre position.

Who May Apply

Current GS employees at the same grade as the advertised position grade may apply.

- **For a cadre assignment:**
 - Current ODNI permanent cadre.

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.

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)

- Co-lead the effort to build and defend the USG CT budget in support of the National Strategy for Counterterrorism (NSCT).
- Build budgets and develop plans with leadership across the USG aligned with the national strategies and plans for the NSCT. Lead the coordination, integration, and justification of budget and plans for programs that support national strategies and plans.
- Represent, defend, and advocate for CT programs on behalf of CT stakeholders to various audiences, to include the Office of Management and Budget (OMB), the National Security Council, and Congressional staffs. Write budget justifications, impact statements, and other supporting presentations as required.
- Review and assess major programs in the context of performance evaluation and business reference models and work with the departments and agencies to realign resources in order to mitigate shortfalls.
- Oversee the process for developing metrics, standards, and methods for assessments to guide and inform policy decisions.
- Lead policy and program development and advocate for change required to make effective and efficient use of the various assessments conclusions and recommendations.
- 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.
- Perform administrative functions for the group, including posting of vacancies, chairing hiring panels, and managing the operating budget.

Mandatory and Educational Requirements

- Expert knowledge of and experience with any of the following: programmatic management, financial management, strategic planning, systems analysis, evaluation techniques, or performance management.
- Superior ability to provide leadership, oversight, and guidance to the effective management of complex projects; superior ability to manage and mitigate risks, assess customer requirements, identify dependencies, and develop responsive project plans; superior ability to estimate costs and other resources using quantitative analysis to project requirements.

Desired Requirements

- Extensive knowledge of the functions of the U.S. Government CT departments and agencies to include experience with international terrorism and programs and policies related to combating terrorism, as well as an understanding of different department/ agency organizational cultures, missions, authorities, and roles.
- Knowledge and experience with U.S. Government strategic operational plans and programs, preferably within context of CT and violent extremism.
- Previous management positions with responsibility for rating and hiring of other government civilians.



Key Requirements and How To Apply

Internal ODNI Candidates:

A complete application package must include:

- 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-MSD-HR-RR-Team_C_WMA@dni.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.

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

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**



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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

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.**