



General Position Information

Job Title: 30165 – Associate Team Lead, IC CIO Five-Eyes Partnership Team - GS-14

Salary Range: \$108,887 - \$141,555

Vacancy Open Period: 11/30/2016 – 12/21/2016

Position Type: Cadre

Who May Apply: Internal ODNI Candidates

Division: CIO/IA

Duty Location: Bethesda, MD

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-14 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 cadre.
 - Current ODNI Staff Reserve Employees. (A staff reserve employee who currently occupies this position 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.

Component Mission

The IC CIO's mission is to improve the collective effectiveness and information sharing of intelligence organizations' support the intelligence mission. The IC CIO reports directly to the Director of National Intelligence and has four primary strategic initiatives that directly support the Director's National Intelligence Strategy (NIS). The four Strategic Initiatives are: • Enhance Cyber Security (NIS Mission Objective 5) • Support Current Operations [e.g., Middle East,



Counterterrorism, etc.] (NIS Mission Objective 6) • IC Business Transformation (NIS Enterprise Objective 3) • Improve Information Integration and Information Sharing (NIS Enterprise Objective 4)

Major Duties and Responsibilities (MDRs)

- Serve as Associate Team Lead for the IC CIO Five-Eyes Partnership Team, as well as, Five-Eyes CIO Forum Deputy Secretariat.
- Plan, develop, and implement programs, policies, and procedures that result in the effective sharing of information across the Government and Five-Eyes while protecting Intelligence and Law Enforcement sources and methods, operational equities, and U.S. persons' privacy.
- Assess, identify, and evaluate the potential impact of obstacles to information flow across the Intelligence Community (IC) and Five-Eyes, work with policy analysts and IC partners to develop and implement policy and process improvements.
- Plan and support Five-Eyes CIO Forum meetings, directly supporting the CIO Forum and CSG Chairs (which may be 5-Eyes partners).
- Ensure full coordination of Five-Eyes activities with the appropriate US IC stakeholder communities to determine the US IC positions.
- Ensure the maximum exchange of information throughout the IC and to non-traditional customers by balancing the responsibility-to-provide principle with the need-to-know standard as defined by existing policies, laws, and regulations.
- Plan and direct the negotiation process for defining agreements with other IC and Government agencies, and our Five-Eyes partners, in support of information sharing; plan, develop, and write Memorandums of Understanding and/or the appropriate Five-Eyes agreements.
- Continually expand personal expertise with regard to the development and implementation of information sharing tools, technology, plans, and policies to facilitate the cooperation and effective coordination of the Office of the Director of National Intelligence (ODNI), the IC, other U.S. Government agencies, and the Five-Eyes.
- Plan, direct, and orchestrate US IC and Fives-Eyes collaboration on the development of information sharing policies, guidelines, and procedures, and/or broker information sharing agreements with external entities; evaluate and assess these efforts to ensure that they are successful.
- Plan, prepare, and present briefings, reports, and presentations to ODNI leadership, senior policymakers, IC members, and other intelligence consumers in a manner that meets their specified requirements.

Mandatory and Educational Requirements



- Experience:
- Six years of experience leading strategic planning, managing, and directing the successful efforts of a government or private organization or nine or more years of experience in technical collection, collection system development, requirements policy development and requirements management.
- Education:
- Degree in computer science, engineering, information science, information systems management, mathematics, operations research, statistics, or technology management or degree that provided a minimum 24 semester hours in one or more of the fields identified above and required the development or adaptation of applications, systems or networks.

Desired Requirements

- Demonstrated experience working with international partners, to include cultural awareness and diplomatic tact required to develop and maintain positive relations with our partners.
- Extensive knowledge of information sharing theory, policies, procedures, and technologies, as well as detailed knowledge of how to develop and facilitate the implementation of those mechanisms.
- Extensive knowledge of the mission, charter, roles, and responsibilities of the ODNI, IC, and U.S. Government agencies, and how these organizations can effectively cooperate in implementing information sharing plans and programs.
- Extensive experience in providing leadership, oversight, and guidance to the effective management of complex projects; in managing and mitigating risks, assessing customer requirements, identifying dependencies, and developing responsive project plans; in estimating costs and other resources using quantitative analysis to project requirements.
- Extensive ability to establish regular contact with high-level internal and external resources and have periodic contacts with other offices, supplying or seeking information on specialized and non-specialized matters; excellent use of tact when expressing ideas or opinions to senior leaders, customers, contractors, and other stakeholders.

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 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-MSD-HR-RR-Team_A_WMA@dni.ic.gov (classified email system) or Recruitment_TeamA@dni.ic.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both saksdav@dni.ic.gov (*David S.*) and mcreaz@cia.ic.gov (*Zina M.*) 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 703-275-3799.

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: 703-275-3799; Email: Recruitment_TeamA@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.



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

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-EEOD-RA-ACF@exchange.cia.ic.gov, by unclassified email at DNI-EEOD@dni.gov, by telephone at 703-874-8360, by TTY at 703-874-8554, or by FAX at 703-874-8651. 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.**