



General Position Information

Job Title: HL735 - Initiative Champion, Acquisition Agility - SNIS Professional Tier 1

Salary Range: None provided (not applicable for detailees)

Vacancy Open Period: 07/30/2019 - 07/30/2020

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates, Detailees

Division: CMO/CMO

Duty Location: Bethesda, MD

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

Only Senior Service (SNIS, SES, SIS, DISES, DISL) 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, DISL) 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

*****OPEN UNTIL FILLED: This announcement will be open until the position is filled. Cut off points are scheduled in two-week increments. After each cut-off point, all compliant applications received during the previous two weeks will be reviewed for consideration.*****

Strategy and Engagement - sets the strategy for the future, and ensures that the IC's current focus is aligned with IC strategies to drive national security outcomes. We position the IC to achieve our future vision by leading transformative initiatives and cutting-edge research and development; supporting and spurring innovation; re-imagining data management in the digital age; establishing clear policy and direction; and actively engaging with our overseers and the public.

Transformation & Innovation – Identifies emerging challenges and threats that may affect our intelligence capabilities over the long term; spurs cross-IC innovation, creativity and investment to address those threats and advance Community priorities; and leads transformational IC-wide initiatives that will drive the IC toward our future goals and strategy. Initiative Champion –Acquisition Agility.

The ODNI Deputy Director of Strategy and Engagement is seeking a creative, dynamic, and forward thinking leader to be the IC champion for the IC 2025 strategic initiative known as Acquisition Agility. The initiative is one of six high priority strategic initiatives for transforming the intelligence community that were selected and endorsed by DNI and PDDNI and are overseen by the IC DEXCOM.

The Acquisition Agility initiative is focused on developing solutions to enable the IC to acquire capabilities, data, and expertise in a manner that is innovative, flexible, and risk-managed. Working with the community, DoD and industry partners, the Acquisition Agility Initiative Champion will develop options to ensure the IC has the necessary procurement authorities and processes; provide innovative solutions to the IC's programmatic and portfolio strategies; assist IC partners in enabling a modern acquisition funding system and engage with industry leaders to improve relationships with the private sector.

Major Duties and Responsibilities (MDRs)

- Engage and influence key stakeholders to support the ODNI's Key objectives.
- Lead an IC wide interagency effort to create a portfolio of initiatives to implement the strategic initiative and deliver transformative IC-wide impact;
- Establish the vision and create the guiding principles for the strategic initiative;



- Create and execute a communication plan in collaboration with the chief of the Strategic Communications offices;
- Create and oversee a flexible, lightweight process to monitor, track, and conduct analysis on the initiative. In collaboration with the interagency team monitor and oversee the execution of the portfolio;
- Establish measurable objectives for each initiative;
- Track, monitor and report on progress;
- Identify risks and proactively work to remove obstacles to execution;
- Ensure ODNI and IC leadership is informed and aware of progress, impediments, and outcomes;
- Create and oversee a funding strategy in collaboration with the IC CFO and Systems Resources and Analysis;
- Coordinate efforts with the other strategic initiative Champions and teams;
- Initiate, cultivate, and maintain partnerships with key stakeholders within the ODNI, across the Intelligence Community, DoD and United States Government in areas related to the strategic initiative;
- Be the chief spokesperson and advocate for the strategic initiative within the IC.

Mandatory and Educational Requirements

- Record of success in building cross-functional teams, leading change, and working effectively with others in a diverse, complex and evolving environment.
- Proven critical thinking, organizational, and management skills, with proven ability to effectively plan, lead, and implement complex projects.
- Demonstrated ability to observe, measure, and evaluate outcomes against goals and objectives and assist leadership with development and implementations of solutions and/or organizational changes;
- Demonstrated strong ability to interact and communicate with individuals from diverse professional backgrounds.
- Excellent communication and interpersonal skills, including ability to exert influence with senior leadership and communicate effectively at all staff levels, both internal and external to the organization.

Desired Requirements

- Demonstrated knowledge of and experience with some or all of the following: programmatic management, mission management, strategic planning, systems analysis, and evaluation techniques
- Demonstrated experience with and knowledge of some or all of the following: contracting, procurement authorities, engagement with private sector partners, and the IC budgeting process.
- Demonstrated ability to bring about strategic change, both within and outside the organization, to meet organizational goals. Includes the ability to carry out an organizational vision in a continuously changing environment;



- Demonstrated ability to meet organizational goals and customer expectations. Includes the ability to make decisions that produce high-quality results by applying technical knowledge, analyzing problems, and calculating risks.

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.
- 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_A_WMA@cia.ic.gov (classified email system) or Recruitment_TeamA@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both portifa@dni.ic.gov (*Faith P.*) and bankssa@dni.ic.gov (*Sandra B.*) 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_A_WMA@cia.ic.gov (classified email system) or Recruitment_TeamA@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both portifa@dni.ic.gov (*Faith P.*) and bankssa@dni.ic.gov (*Sandra B.*) 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.



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

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 and DNI_Diversity_WMA@cia.ic.gov, by unclassified email at 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 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.**