



General Position Information

Job Title: SE013 - RTAW Champion – SNIS Professional Tier 1

Salary Range: \$N/A - \$N/A (not applicable for detailees)

Vacancy Open Period: 03/25/2020 – 04/1/2020

Position Type: Cadre

Who May Apply: Internal ODNI Candidates

Division: SE/TI

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 cadre position.

Who May Apply

Senior Service (SNIS, SES, SIS, DISES, DISL) candidates and highly qualified GS-15s 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 Office of the Deputy Director of National Intelligence for Strategy and Engagement (S&E) is responsible for aligning the Intelligence Community's current focus with future strategies to drive national security outcomes. S&E positions the IC to achieve the future vision by leading transformative initiatives and cutting-edge research and development; supporting and spurring innovations; re-imagining data management in the digital age; establishing clear policy direction; and actively engaging with senior policymakers and the public.



Major Duties and Responsibilities (MDRs)

- Working closely with the IC Chief Human Capital office and National Counterintelligence and Security Center to lead an IC-wide interagency effort to create a portfolio of initiatives to implement the strategic initiative and deliver transformative IC-wide impact to;
- Be the chief spokesperson and advocate for the strategic initiative within the IC;
- Establish measurable objectives for each line of effort and milestones for each project to track, monitor, and report on progress;
- Create and oversee a funding strategy in collaboration with the IC Chief Financial Officer and Systems Resources and Analysis Office;
- 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 execute a communication plan in collaboration with the chief of the Strategic Communications offices to ensure the ODNI, IC and Congress remains aware of initiative priorities, progress, impediments, and outcomes;
- 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; and
- Lead a professional staff in successfully defining and managing complex programs and projects that may include ill-defined requirements, ambiguity, parallel tasks, multiple dependencies, high risks, and multiple interfaces; ensure timelines, costs, deliverables, and outcomes are achieved according to approved plans.

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;
- Expert ability to conceptualize, organize, and draw inferences from incomplete data and present a compelling analysis of findings and issues; expert ability to identify, articulate, document, and mitigate knowledge gaps or alternatives approaches.
- Demonstrated knowledge of HR processes, to include human resource planning, job analysis, recruitment and selection, maintaining employee relations, performance appraisals, compensation management, and training and development, OR;



- Demonstrated knowledge of the IC Security Clearance process, to include related executive orders, end-to-end timeliness goals, initiation, investigation, and adjudication standards and policies.
- Outstanding 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

- Demonstrated knowledge of and experience with the following: HR or personnel security (to include, the Federal Investigative Standards and the National Security Adjudicative Guidelines);
- 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:

- 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.

WHERE TO SUBMIT: *Internal ODNI Cadre Candidates must submit an application through the classified [JobsDNI website](#).* For current employees who do not currently have access to internal systems, 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 experiencing technical issues may submit their application via email to either email system. Applicants submitting via JWICS are requested to submit their materials to both portifa@dni.ic.gov (*Faith P.*) and mcreaz@dni.ic.gov (*Zina M.*) in lieu of the group address above.

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.



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

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. 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 EEOC 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.**