

Georgia MoDA Position Description

Applicants must be DoD Civil Service in the GS 13/14/15 pay grades to be eligible

COCOM: EUCOM

Location: Tbilisi, Georgia

Grade: GS-13/14/15

Function: Core Team Deputy

Clearance: SECRET

Title: Senior Advisor

Tour length: 12 months

Background: At the 2014 Wales Summit, Heads of State endorsed the Substantial NATO –Georgia Package (SNGP) aimed to strengthen Georgia’s defense capabilities and NATO interoperability in order to advance Georgia’s preparations towards membership in the Alliance. This package is developed and implemented under the auspices of the NATO –Georgia Commission, which will play a central role in the implementation of the Defense and Related Security Capacity Building (DCB) Initiative. A three member NATO Core Team will carry out implementation of the SNGP, provide strategic level advice to the Georgian Chief of Defense (CHOD) and General Staff, and coordinate the activities of other international DCB Advisors supporting capacity building efforts in various ministerial functional areas. The Core Team will be embedded in the Georgian Ministry of Defense (MoD) and will be the focal point for NATO defense capacity building measures for existing and proposed assistance efforts. The Core Team Deputy will assist the Core Team Leader with the overall coordination and oversight of the SNGP implementation and reporting progress to the Georgian Minister and the NATO Secretary General.

Desired Skills and Experience:

- Program management experience with diverse and complex programs in military or civilian organizations
- Knowledgeable in strategic planning and requirements driven processes.
- Demonstrated communication skills and the ability to work collaboratively with counterparts to help them achieve goals through the provision of quality advice, support, and mentoring.
- Proven self-starter who can be successful working independently at various organizational levels and with executives/managers/leaders/staffs from multiple functional areas
- Proven success in individual and organizational capacity building and aptitude to share knowledge, mentor and coach others
- Demonstrated ability to work in an environment with limited resources and to apply innovative and creative solutions to resolve problems
- Demonstrated creative problem solving skills and the ability to work independently or as part of a team
- Exceptional interpersonal and communication skills
- Willingness and ability to partner with NATO and ministry counterparts on a daily basis
- Previous international and/or multi-national experience
- Some experience working in an advisory or mentoring capacity
- Familiarity with U.S. security cooperation programs

Specific Tasks:

- Coordinate the activities of all NATO Team supporting the implementation of the SNGP.
- Provide advice on institution building, including but not limited to the implementation of NATO Building Integrity (BI) Peer Review Recommendations, education and training in coordination with the Defense Education Enhancement Program (DEEP), the development of special operations forces, military police, and cyber defense capabilities
- Provide strategic level advice in force management, defense acquisition, logistics, and the establishment of a Planning, Programming and Budgeting System
- Coordinate the integration of the DCB Advisors supporting ministerial functional area capacity building
- Brief Defense Minister and Chief of Defense (CHOD) on package implementation progress.
- Synchronize CORE Team activities with the appointed Georgia Liaison Officer for SNGP
- Liaise closely with the Head of the NATO Liaison Team (NLO) to ensure coherent NATO policy on Georgia
- Communicate regularly with NATO Allies in Georgia to prevent overlap/duplication of assistance to Georgia
- Support Core Team Leader and coordinate activities with Georgia LNO for SGNP, the NATO DCB Advisors, the MoD/General Staff

Additional Requirements:

- Incumbent must be able to obtain and maintain a SECRET security clearance.
- Incumbent must be available for detail from their home organization for a period of 15 months to include training, preparation and a 12 month deployment.

Interested applicants should submit the following:

1. Cover letter
2. Resume
3. Current SF-50 (redacted, no SSN)

HOW TO APPLY: Submit application package to the MoDA Program Office email address:
dsca.ncr.bpc.list.moda@mail.mil

Applications are due NLT 10 Aug 2015. Competitive applicants will be contacted for a telephone interview. Throughout the process, reference and background checks will be completed.