

Afghanistan MoDA Position Description

DO NOT APPLY IF YOU ARE NOT CURRENT DoD GS-13/14/15

**COCOM: CENTCOM
Afghanistan**

Function: Multiple, Continuous Recruitment

Tour length: 2 months CONUS Training, 12 month Deployment

Series:

GS-0081, 0130, 0131, 0132, 0201, 0301, 0340, 0343, 0346, 0391, 0501, 0510, 0511, 0560, 0601, 0670, 0685, 0800, 0801, 0854, 0905, 1035, 1101, 1102, 1601, 1701, 1712, 1750, 1800, 1801, 2001, 2003, 2010, 2210

Clearance: SECRET Location: Kabul,

Title: Senior Advisor

Grade: GS-13/14/15

Background: The Ministry of Defense Advisors (MoDA) Program is designed to forge long-term relationships that strengthen a partner state's defense or interior ministry. The program matches senior Department of Defense (DoD) civilians with ministry counterparts in similar functional areas, including, but not limited to:

- Defense Policy and Strategy
- Force Planning and Resource Allocation (RM)
- Budget/Finance
- Contract Management /Acquisitions
- Procurement
- Human Resources
- Information Technology/Communications
- Police Intelligence
- Doctrine, Training, and Education
- Logistics
- Physicians
- Attorneys
- Inspector General
- Facilities Engineering

All of the above functional areas are encouraged to apply. Current critical needs are listed below.

FINANCE MANAGEMENT (FM) - 0501

ADVISOR (BUDGET/FINANCE) Multiple positions

The incumbent will Train, Advise and Assist (TAA) the Financial Management organization of the Ministry of Interior or Ministry of Defense. Incumbent will focus on providing TAA services to the Afghans to build and effectively use sustainable financial management procedures that follow Afghan Law, and Ministry of Finance Policy and Regulation. Advisory efforts will focus on providing budget formulation/execution and proper use of automated management reports. This position requires daily, interpersonal and hands-on practical interaction with Afghan counterparts in their operating environment. Support professional development plan for budget staff. TAA on the establishment and use of internal controls to promote transparency, accountability and organizational processes, thus increasing oversight. TAA the senior officer on requirements generation to support budget submissions followed by budget based spend plans to support timely budget execution.

SENIOR ADVISOR (PAYROLL PLANNING AND BANKING-MINISTRY OF DEFENSE)

Responsible for assisting the Assistant Minister of Defense for Finance or GSG8 in the development of guidance, policies and procedures for all of ANA/MoD/GS. Advise, mentor and train advisee on building requirements, budget formulation and budget execution. Work with outside agencies such as ministry of Finance, U.S. Treasury Department, and United States Agency for International Development (USAID). Assists counterparts in stimulating a process of continuous process improvement principles and procedures. Monitors effective execution for Fiscal Year budget and financial planning; implementation of the roles/mission

of Financial Management in concert with the Organizations and Functions Manual. Expansion of Afghan Security Force Fund (ASFF) direct contributions and processes to execute these funds. Advises on Pay Modernization and Accounting Systems & Technology. Support a Professional Development Plan for MoD Finance/GSG8 staff and assist in the development of Financial Management School curriculum. Articulates requirements to DCOM MAG, ISAF HQ, IJC HQ and other appropriate staffs.

SENIOR ADVISOR (RESOURCE MANAGEMENT-MINISTRY OF INTERIOR)

The incumbent will train, advise and assist (TAA) the Planning and Programming organization within the Ministry. Incumbent will focus on capacity building and sustainment, and serves as an expert and consultant to the Planning and Programming functions. TAA efforts will focus on translating national security policy programs into strategic program guidance for the Ministry. Advisement categories include program formulation, and justification, cost estimating models, policy and procedures, and budget strategies under fiscal constraints. This position requires daily, interpersonal and hands-on practical interaction with Afghan counterparts in their operating environment. Conduct TAA on the development of detailed qualitative and quantitative cost information to support program requirements. Provide advice and guidance to resolve, implement or manage program or policy issues that involve uncertainty in approach or methodology related to the planning and programming processes. TAA the Ministry to prioritize requirements when faced with fiscal constraints.

PHYSICIANS – 0601

SENIOR ADVISOR (Assistant Minister of Defense - Surgeon General)

The Advisor advises and assists ANA Medical Command Commander (Surgeon General) and key MEDCOM staff as they design, develop and mature medical systems for the Afghan National Army, collaborate with the Afghan National Police, integrate with the rest of GIROA. The advisor will institute quantifiable processes and indicators within the Afghan National Security Force (ANSF) Healthcare System, which can be monitored and sustained by the ANSF medical leadership. The advisor also participates on a team of international and Afghan advisors providing technical assistance to bring new knowledge and enhance executive leadership development for the Afghan National Army Medical Command (MEDCOM). MEDCOM development is strategically essential to the overall mission of developing the effective medical capabilities for the Afghanistan National Security Forces (ANSF). This advisor may potentially play a role in assisting with movement of Policy and Resource Management oversight to the new office in the Ministry of Defense, Health Affairs.

SENIOR ADVISOR (MED HEALTH AFFAIRS)

Incumbent is a Principal public health medical advisor and mentor to senior-level officials of GIROA’s Ministry of Interior (MOI) and Ministry of Defense (MOD) on the establishment and management of complex, specialized public health medical programs (e.g., preventive medicine; environmental medicine; health risk assessment; entomology and pest management, and health risk communication). Incumbent mentors and guides senior-level GIROA MOD officials in development of high-level public health medical programs with the greatest impact on major health problems to include immunizations; nutrition; communicable diseases; mental health; disability, and pharmaceutical supply.

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Ultimately, the MoDA program helps partners build capacity and core competencies that support effective and accountable ministries.

MoDA Advisors historically average more than 20 years of experience in their defense-related fields of expertise. Prior to deployment, each advisor completes an 8-week training course designed to enhance mentoring, advising, and capacity building and provide orientation on ministry and command structures and processes. Advisors will then serve one year detail in theater under the command of the Senior Defense Official in country or a U.S. operational commander with the possibility of a year extension with command approval.

MoDA Advisors are accepted into the program based on qualifications and requirements detailed below. For the

duration of the program, advisors remain employees of their current DoD organizations. They return to their previous organizations at the conclusion of the overseas assignment. The program may provide funds for parent organizations to backfill home position during the deployment.

Requirement: DoD civilian employees, GS-13 and above, must be able to demonstrate significant expertise engaging at high levels in their functional area, as well as the skill and ability to communicate that experience with foreign counterparts while potentially operating in a challenging and austere environment.

Resumes should address this experience in detail.

You must have a SECRET clearance or interim SECRET to be considered for this requirement.

Desired Knowledge, Skills, and Abilities:

- Demonstrated communication and interpersonal skills, including the ability to work collaboratively with counterparts to help achieve goals through the provision of quality advice, support and mentoring.
- Proven self-starter who can be successful working independently or within a team at various organizational levels and with executives/managers/leaders from multiple functional areas and organizations.
- Proven success in organizational capacity building, and demonstrated ability 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 solve problems.
- Experience developing and coordinating policies and strategies within one or more of the above functional areas for the purpose of developing national-level defense capabilities.
- Experience with training and working internationally with partner governments or their militaries is desired.
- Strong interest in learning a foreign language and demonstrated ability to adapt to a diverse cultural environment.

Additional requirements:

- You must be a U.S. citizen to be considered for this requirement.
- Incumbent must currently hold and be able maintain a SECRET security clearance. Some MoDA positions may require higher levels of clearance.
- Incumbent will be detailed from their home organization for a period of 14 months to include training, pre-deployment preparation and a 12 month detail assignment to Afghanistan. Incumbent must gain home organization approval upon being accepted into the MoDA program and must satisfactorily complete pre-deployment training and screening requirements before final approval to deploy as a MoDA advisor.
- Applicants for these positions must pass a pre-employment medical examination. These positions require applicants to function in a physically demanding environment and to be able to maneuver with the additional weight of body armor in extreme temperatures, including but not limited to:

You may need to lift and move heavy items.

You may need to stand for prolonged periods on concrete floors and walk over rough and uneven terrain.

You may need to bend, stoop, walk, stand, and climb, and work in cramped positions.

You may need to work outdoors, often under adverse weather conditions.

To Apply: CURRENT DoD GS-13/14/15 ONLY

Email the following to modaprograminfo@dscamail.mil:

1. Cover letter outlining why you wish to deploy as an advisor to Afghanistan
2. Your resume (no longer than six (6) pages)
3. Current SF-50 (SSN redacted)

4. Two professional references (name, contact info, and organizational affiliation only)

MANAGEMENT APPROVAL REQUIRED FOR SELECTION:

Army Employees: <http://cpol.army.mil/library/mobil/webforms/index-Army.html>

Air Force Employees: <http://www.cpms.osd.mil/expeditionary/air-force-employees.html>

All other DoD Employees will need to provide a statement from your Director or first SES

Please address all questions to modaprograminfo@dca.mil.