



## RESIDENT ADVISOR (MoDA) PROGRAM

### Position Description: IRAQ- Senior Strategic Planning and Policy Advisor

**Title: Senior Advisor – Strategic Planning and Policy**

**COCOM: CENTCOM**

**Tour Length: 12-months\***

**Location: Baghdad, Iraq**

**Grade: GS 14/15**

**Clearance: SECRET or Higher**

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

#### **Background:**

The Office of Security Cooperation Iraq (OSC-I), with the Institute for Security Governance, and the NATO Mission to Iraq (NMI) have partnered with the Iraqi Ministry of Defense (MoD) Ministry of Interior (MoI), and Ministry of Peshmerga Affairs (MoPA) to help develop strategy policy and guidance. The incumbent Advisor will support the development of foundational strategic guidance and provide an avenue for Iraq Security Forces (ISF) to build and understand sound defense planning and budgeting processes.

#### **Requirements:**

The incumbent will advise the Iraqi MoD, MoI, and MoPA leadership and staffs. Work with stakeholders to coordinate assistance in the field of Security Sector Reform (SSR), and enable development of local solutions. Coordinate internally with the Plans Office, Specialized Program Office, and Resource Division to enable the Iraqis to take ownership of goals and milestones. Act as Subject Matter Expert (SME) for best practices to both Iraqi counterparts and Unified Action Partners (UAP) /colleagues. Coordinate with other UAP Advisors or applicable stakeholders both inside and outside of Iraq to synchronize Institutional Capacity Building (ICB) concepts, plans, and lines of effort nationwide.

- Serves as an advisor to the OSC-I senior leadership on strategic and operational issues associated with building partnerships and capacity for the Iraqi Security Forces.
- Coordinates with other forces, government agencies, and security assistance efforts in country to synchronize effects.
- Has primary responsibility for liaison with and facilitating advice and guidance on restructuring and reorganizing the ISF to Iraqi MoD, MoI, and MoPA officials in coordination with OSC-I personnel and UAP.
- Evaluates and assists in designing and implementing guidance utilizing their substantial experience, existing cross-cultural knowledge base and network, and specific subject matter expertise to foster positive working relationships between key Iraqi officials and their U.S. counterparts.

#### **Required Knowledge/Skills/Abilities:**

- Minimum of ten (10) years' experience with a minimum of five (5) years' experience

- developing policy across large organizations and commands.
- Demonstrated experience in conducting, analyzing, and briefing findings of organizational studies and/or gap analyses OR capability-based planning experience.
- Demonstrated ability to work in an environment with limited resources on compressed timelines, and ability to apply innovative and creative solutions to resolve problems.
- Experience in analyzing, developing and applying QA/QC methodologies and management solutions in challenging and complex environments. Knowledge of organizational change methods, tools, and frameworks.
- Demonstrated communication skills, diplomacy and the ability to work collaboratively with counterparts to help achieve goals through the provision of quality support and mentoring.

**Desired Knowledge/Skills/Abilities:**

- Creative problem-solving skills and a demonstrated ability to work as part of a team in an environment with limited resources.
- Exceptional interpersonal skills, preferably with experience in mentoring, training, and living in an international setting.
- Proven self-starter who can be successful working independently at various organizational levels and with executives/managers/leaders/staffs from multiple functional areas.
- Seven to ten years of experience in PME enterprise or PME institutional management, or with War College or Staff College (or equivalent) as a faculty member, or in curriculum development.
- Significant experience instructing or implementing graduate-level seminar instruction including discussion-based approaches such as case studies, Socratic questioning, teleconferences, practical exercises, and synchronous or asynchronous e-learning.
- Proven familiarity with research methods and writing for academic publication.
- Familiarity with NATO strategic goals.

**Additional Information:**

The selected Resident Advisor will do a Temporary Duty (TDY) move to Iraq, and will receive Hazard duty, post differential, nights/weekends, Sunday Premium, holiday pay, and overtime while assigned to post. Danger Pay and Post Differential premium pays are calculated based on Department of State guidance

[https://aoprals.state.gov/Web920/location\\_action.asp?MenuHide=1&CountryCode=1157](https://aoprals.state.gov/Web920/location_action.asp?MenuHide=1&CountryCode=1157)

Nights/weekend, Sunday Premium, Holiday pay are calculated based on OPM guidance

<https://www.opm.gov/policy-data-oversight/pay-leave/pay-administration/fact-sheets/premium-pay-title-5/>

\*Must be available for detail from home organization for a period of at least 14-months to include training, preparation, and a 12-month assignment.

Aside from 6-7 training in country mission studies, counterterrorism, and advisor studies, may attend other DSCU training.

- It is recommended that applicants seek guidance from their organization's payroll activity to better understand how the entitlements are calculated and their impact on the applicant's personal income.

## **HOW TO APPLY**

Interested applicants should submit the following:

1. Cover letter summarizing how your skills and capabilities align with the requirements
2. Complete chronological resume (include civilian GS grade, military rank or industry title for each position)
3. Most recent SF-50 (redact SSN and date of birth)
4. Three (3) Supervisor References: Required from current supervisor and/or supervisors from prior deployments (substitutions allowed)
5. Documentation of command / component approval to deploy

Submit application package to the Resident Advisor Program Office email address:  
dscanr.bpc.list.moda@mail.mil

### **Army Employees:**

Must submit the endorsement of their command leadership along with an application and their resume to the Assistant G-1 for Civilian Personnel ECW team. Click on the following link and create an account to begin: [www.apan.org](http://www.apan.org). After creating the account, download the Request for Deployment (RFD) fillable form and process through chain of command as instructed.

### **Air Force Employees:**

Must submit an approved AF Expeditionary Civilian application package to the AF Expeditionary Civilian team prior to Resident Advisor (MoDA) Program for consideration. The application template can be found at: <https://usaf.dps.mil/teams/12852/SitePages/Home.aspx> and must contain Colonel/GS-15 or equivalent level approval. The completed package should include an approved application, resume, current SF-50 (SSN & Date of Birth redacted-unreadable), and the following items, as prescribed by the recruitment ad: cover letter, letter(s) of reference/recommendation, and any additional documentation. Submit the completed package to: [afpc.expeditionarycivilian@us.af.mil](mailto:afpc.expeditionarycivilian@us.af.mil) and the team will process for final endorsement to MoDA.

### **Navy and US Marine Corps Employees:**

Click on the following link to the Resident Advisor Application and Command Support Form for DON Employees:  
<https://portal.secnave.navy.mil/orgs/MRA/DONHR/OCHRStennis/Expeditionary%20Civilian%20Workforce/Forms/AllItems.aspx>

### **Other DoD Agency Employees:**

Provide approval memo staffed through your appropriate Deployment Coordinator or agency headquarters. If you do not know your agency's deployment coordinator, contact the Resident Advisor recruiting team: [dscanr.bpc.list.modaprograminfo@mail.mil](mailto:dscanr.bpc.list.modaprograminfo@mail.mil)