

MINISTRY OF DEFENSE ADVISOR (MoDA) PROGRAM
Position Description: IRAQ- Senior Logistics Advisor

Title: Senior Advisor – Logistics
Location: Baghdad, Iraq

COCOM: CENTCOM
Tour Length: 12-months*

Grade: GS 13/14/15

Clearance: SECRET or Higher

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

Background:

The Office of Security Cooperation Iraq (OSC-I), the NATO Mission to Iraq (NMI) along with the Institute for Security Governance, have partnered with the Ministry of Defense Reform Committee, Counter Terrorism Service, and Ministry of Interior 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 to build and understand sound Defense planning and budgeting processes.

Requirements:

The incumbent may be assigned to the Office of Security Corporation-Iraq (OSC-I) or North Atlantic Treaty Organization Mission – Iraq (NM-I). The incumbent will advise the appropriate counterparts in the MOI and MoD, enabling them to develop and take ownership of the institutional reforms necessary to professionalize their military education enterprise and make it better able to produce capable and ethical leaders. The advisor will act as a Subject Matter Expert, assisting US and coalition stakeholders in planning and executing engagements and overarching strategies for advice and consultations. The incumbent will also aid in guiding other U.S. military programs and activities related strategic documents, to include military-to-military engagements conducted by CENTCOM service components, Defense Resource Management Institute (DRMI) mobile training team courses, and subject matter expert exchanges. The incumbent may advise the Office of Security Corporation-Iraq (OSC-I), Government of Iraq (GOI) Security Force (SF) logistics leadership and staffs within the Ministry of Defense (MOD), and the Ministry of Interior (MOI). The incumbent may also contribute to North Atlantic Treaty Organization (NATO) Defense capacity building efforts, specifically about NATO’s building integrity program, which NATO views as an integral part of Iraq’s security forces reform efforts.

The incumbent will also serve as the Senior Maintenance Advisor in areas of systems, plans, policy, and execution of various levels of maintenance in the Iraqi MOD when required. The advisor will also advise the advising the Government of Iraq (GOI) and Ministry of Defense (MOD) in establishing strategic and operational level maintenance. The incumbent will also coordinate with U.S. military maintenance institutions to garner the best practices possible for incorporation into the Iraqi maintenance system. Additionally, the incumbent will be required to mentor counterparts to take ownership of milestones and develop sustainable processes and programs. In particular advise the Government of Iraq (GOI) on how to establish policy and direction for the management of their maintenance program; Consults with the designated Government of Iraq (GOI) representatives and reports on progress on a regular basis to OSC-I or NMI; Facilitates and contributes to the implementation of the logistics/maintenance program; Guide all mission and functional activities required to manage the Iraqi MOD maintenance program; Advise the Iraqi MOD maintenance program to meet readiness and sustaining requirements.

The incumbent may also contribute to North Atlantic Treaty Organization (NATO) Defense capacity building efforts, specifically about NATO's building integrity program, which NATO views as an integral part of Iraq's security forces reform efforts. The incumbent will also work with other advisors and international partners as appropriate to synchronize ICB efforts across ministries. The Advisor will also Train, Advise, and Assist (TAA) counterparts in SF stakeholders taking ownership of efforts to develop, maintain, sustain, and improve logistics policies and procedures. Coaches ISF personnel to identify and achieve Program of Actions and Milestones (PoAM) objectives. Encourages counterparts to partner with ministerial personnel to develop and maintain sustainable training programs. Advise senior leaders on requirements development, budget, and resource related issues associated with logistics. Provides TAA in support of planning, coordination, analysis, professional development, and the employment of resources, procedures, and policies that build ISF Institutional and Operational Capability and Capacity.

- Guide the Government of Iraq (GOI) on how to establish policy and direction for the management of their maintenance program.
- Consults with the designated Government of Iraq (GOI) representatives and reports on progress on a regular basis to OSC-I.
- Facilitates and contributes to the implementation of the logistics/maintenance program
- Guide all mission and functional activities required to manage the Iraqi MOD maintenance program.
- Advise the Iraqi MOD maintenance program to meet readiness and sustaining requirements.
- Advises and assists the Office of Security Cooperation - Iraq (OSC-I) staff, Government of Iraq (GOI) and Ministry of Defense (MOD) in establishing strategic and operational level maintenance.
- This advisor serves as the senior maintenance advisor in areas dealing with systems, plans, policy and execution of various levels of maintenance the Iraqi MOD.
- This advisor also coordinates with U.S. military maintenance institutions to garner the best practices possible for incorporation into the Iraqi maintenance system.

Required Knowledge/Skills/Abilities:

- Minimum of ten (10) years' logistics 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.
- Willingness and ability to partner with Iraqi senior government officials on a daily basis
- Seven to ten years of experience advising on issues that impact the maintenance of weapon systems, fleets, equipment and/or manufacturing
- Three to five years of experience utilizing logistics databases to determine maintenance trends and input provisioning data and updates
- Manages organizational changes throughout the organization directed, or major change to the structure and content of the program or program segments directed.
- 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

Desired Knowledge/Skills/Abilities:

- Willingness and ability to partner with Iraqi and international counterparts daily
- 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
- 7 to 10 years' experience as a senior supply chain management leader/project manager/supervisor, responsible for ensuring the logistical requirements have been met; planning/coordinating and evaluating various operations to ensure the effectiveness and efficiency of a logistics program
- Acquisition management, purchasing, transportation, distribution, inventory management, maintenance, control, expendable and non-expendable equipment, and/or warehouse operations
- Proven familiarity with preparing briefs, studies, and other for presentation to senior government officials and/or stakeholders
- Familiarity with Department of State strategic goals as related to logistics management

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 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:
dsca.ncr.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. 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 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: dsca.ncr.bpc.list.modaprograminfo@mail.mil