

**MINISTRY OF DEFENSE ADVISORS (MoDA)**  
**Position Description – COLOMBIA (Strategic Defense Policy)**

**Title: Strategic Defense Policy Advisor**

**Grade: GS-14/15**

**Location: Bogota, Colombia**

**COCOM: SOUTHCOM**

**Tour length: 12 to 24 months**

**Clearance: SECRET**

**\*Eligibility: Applicants must be DoD Civilians in GS-14/15 pay grades or equivalent\***

**Background:**

The Colombian Ministry of National Defense, to include the Colombian Military and National Police are involved in a significant transformation process as they prepare for the challenges of the future in support of security stabilization and continued execution of the peace treaty with the FARC. Reform efforts to date have advanced but significant challenges remain following 60 years of conflict. Regional strategic context is defined by; constrained defense and security sector budgets, resurgent cocaine cultivation and trafficking, governance challenges posed by illegal armed actors and trans-national criminal organizations, associated increase in security incidents, frontier challenges that permit illegal actor safe haven activities including reorganization, rest and refit activities, and regional challenges and destabilization efforts associated with the rogue state of Venezuela.

The Vice Minister of Strategy and Planning and the Vice Minister for Policy and International Affairs are now well established. Efforts continue to organize and accelerate the development and implementation of a partnering framework with DOD, institutional-level capacity development (increasingly across the General Command and Service Headquarters), and to strengthen policy-driven budget and force structure decisions across the defense and security sector. Additionally, to support the development of an integrated defense management system to include capabilities-based planning, program budgeting, and readiness indicators, and increase regional and global partnering initiatives with DOD. There remains a need for informed dialogue between the Ministry, the Colombian Military and National Police on short, near, and long-term force development and sustainment priorities for tactical, operational, and strategic capabilities, and continued security stabilization planning during a period of resource constraints.

The advisor will primarily support the Vice Ministry of Defense for Strategy and Planning and provide advice to Colombian counterparts in the Ministry of National Defense (MND) (Spanish acronym) on national institutional capacity that will advance Ministry, General Command, and Service Headquarters transformation planning to address the evolving security context and post-conflict stabilization and development initiatives. Moreover, support the Vice Ministry of Defense for Policy and International Affairs in evolving the organization, structure and associated resource prioritization processes of the US-COL defense-partnering framework. Expand contact and opportunity for institutional efforts with the Vice Ministry for Defense Industrial Management (roughly equivalent to U. S. defense industrial base and associated defense logistics agency-like, contracting and acquisition functions). The advisor's focus will be to help the MND improve institutional capacities with a focus on defense planning to address a wide range of issues in a security stabilization environment including resource management, improved budget justification and transformation. The advisor will also work as an integrator of U.S. Institutional Capacity Building (ICB) by synchronizing defense institution building (DIB)

activities as part of the overall building partner capacity portion of security cooperation strategy in Colombia. Colombia's transformation effort requires changes in the way the Service Headquarters and General Command manage the defense sector, including building their institutional capacity to perform force planning, generation and management functions. The advisor will coordinate directly with the U.S. Embassy and the MoD on ICB issues and will support the integration of ICB objectives across the bilateral security cooperation plan, as appropriate. The advisor will work directly for Embassy Bogotá's SDO/DATT and in coordination with the Security Cooperation Office.

**Specific Tasks:**

- Analyze, coordinate, and advise on the execution of Colombian institutional efforts to build defense and security sector governance and management capacity in the MoD, including in support of the Ministry's institutional transformation plan through routine interaction with senior and executive level Colombian civilian and military leaders. Coordinate with all applicable U.S. embassy officials, security cooperation officers, and international development organizations.
- Work with Colombian officials, U.S. embassy officials, and U.S. ICB stakeholders to identify organizational opportunities and process gaps, build consensus, reach agreement, document conclusions, and support and monitor Colombian implementation of policies across joint and combined functional areas.
- Advise and assist in the synchronization of ICB with other security assistance and security cooperation efforts, with the goal of improving the sustainability of U.S. cooperative efforts. Work to coordinate and harmonize other institutional capacity building efforts across the Colombian defense sector. Identify opportunities to improve the integration of IMET, FMF, BPC, regional center, and other programs with the advisory efforts.
- Facilitate and support various engagements, key leader visits, and staff talks at the ministry and joint staff level as they pertain to institution building, transformation, and program integration.

**Required Skills/Capabilities:**

- Experience coordinating policies and strategies for the purpose of developing national-level defense and security capabilities.
- Experience working in the Office of the Secretary of Defense, Joint Staff, Combatant Command, or Service Headquarters, ideally in defense strategy, planning or force development.
- Demonstrated experience developing multi-year plans, requirements and/or programming to include experience with planning the utilization of resources to meet emerging threats and future force size/design.
- Experience advising foreign security partners on the application of U.S. security cooperation/assistance projects to improve the capability of host nation defense institutions to advance U.S. and partner nation security objectives.
- Experience working in support of senior Defense officials (e.g., at least Deputy Assistant Secretary/two-star level).
- Experience articulating and advocating DOD plans and requirements to other U.S. agencies and/or Congress.
- Strong familiarity with U.S. security assistance, and security cooperation programs.

- Demonstrated communication skills and the ability to work collaboratively with counterparts to achieve goals through the provision of quality advice, support, and mentoring.
- Proven self-starter who can work independently at various organizational levels and with executives/managers/leaders from multiple functional areas.
- Proven success in individual and organizational capacity building and demonstrated ability to share knowledge, mentor, and coach others.
- Demonstrated ability to work in a resource-constrained environment and to apply innovative and creative solutions to resolve problems.
- Experience in adapting to environments defined by fluid, shifting and difficult security circumstances and often times a shifting political-military context.
- Willingness to immerse self with Colombian counterparts and travel extensively throughout the country, sometimes in austere conditions.
- Experience training and working with Colombian or Latin American militaries and ministries of defense.
- Must have an excellent command of the Spanish language to provide clear and concise oral and written communication, and effective understanding of face-to-face speech.

**Additional Information:**

- Incumbent must be available for detail from their home organization for a period of at least 14 months to include training, preparation and a 12 to 24-month assignment.
- The selected MoDA will do a Temporary Change of Station (TCS) move to Bogota, Colombia and will receive post differential and Cost of Living Allowance (COLA) while assigned to post. COLA is calculated based on the comparative cost-of-living at the foreign post versus the cost-of-living in Washington DC. COLA is not a direct calculation of base salary multiplied by the COLA percentage, but rather a percentage of spendable income as determined by the Department of State. For more information about COLA, go to: [https://aoprals.state.gov/content.asp?content\\_id=245&menu\\_id=74](https://aoprals.state.gov/content.asp?content_id=245&menu_id=74)
- This position is eligible to receive Relocation Incentive Pay in accordance with 5 U.S.C. § 5753 and DSCA policy.
- It is incumbent upon the applicant to understand the entitlements when considering applying for this position, and 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: Summarize how your skills and capabilities align with the requirements
2. Complete, narrative chronological resume
3. Current SF-50: redact SSN and date of birth
4. Supervisor reference(s): required from current supervisor and supervisor(s) from prior deployments
5. Documentation of command/ component approval to deploy

Submit complete application package to the MoDA Program Office email address:

[dscanrc.bpc.list.moda@mail.mil](mailto:dscanrc.bpc.list.moda@mail.mil)

**COMMAND APPROVAL TO DEPLOY:**

**Department of the 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 approved AF Expeditionary Civilian application to the AF Expeditionary Civilian team prior to MoDA consideration. The employee is required to obtain WG/CC or equivalent approval, when approved submit application and resume to the AFPC Expeditionary Civilian team at [afpc.expeditionarycivilian@us.af.mil](mailto:afpc.expeditionarycivilian@us.af.mil) for final AF action. The AFPC team will submit to MoDA for consideration. The application and other information are available at the AF Expeditionary Civilian site:  
<https://usaf.dps.mil/teams/12852/SitePages/Home.aspx>

**Navy and US Marine Corps Employees:** Click on the following link to the MoDA Application and Command Support Form for DON Employees:  
<https://portal.secnav.navy.mil/orgs/MRA/DONHR/OCHRStennis/Expeditionary%20Civilian%20Workforce/Forms/AllItems.aspx>

Submit completed MoDA Application and Command Support Form for DON Employees to the group email inbox: [OCHRSTE\\_EC@navy.mil](mailto:OCHRSTE_EC@navy.mil). Ensure “MoDA” appears in the subject line.

**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 MoDA recruiting team:  
[dscn.ncr.bpc.list.modaprograminfo@mail.mil](mailto:dscn.ncr.bpc.list.modaprograminfo@mail.mil)