

MINISTRY OF DEFENSE ADVISORS (MoDA)
GEORGIA - NATO Core Team Deputy, Senior Advisor

Function: NATO Core Team Deputy
Location: Tbilisi, Georgia
Grade: GS-13/14/15

COCOM: EUCOM
Tour length: 12 to 24 months
Clearance: NATO Secret

Applicants must be DoD Civilians in GS 13/14/15 pay grades to be eligible

Background:

At the 2014 Wales Summit, Heads of State endorsed the Substantial NATO – Georgia Package (SNGP) aimed at strengthening Georgia’s defense capabilities and interoperability with NATO Command Structure HQs, NATO Allies, and Partners to advance Georgia’s preparation for eventual membership in the Alliance. The Substantial NATO – Georgia Package (SNGP) was developed under the auspices of NATO’s Defense and Related Security Capacity Building Initiative. SNGP activities cover a range of 15 functional defense and security focus areas, each under the responsibility of a different NATO nation.

The HQ NATO International Staff (IS) consists of one chief and two co-deputies who comprise the NATO Core Team. The MoDA is one of the deputies tasked to coordinate implementation of NATO advisory assistance under the SNGP and represents the SNGP to NATO, Allies, the Georgian Minister of Defense, and the Georgian Chief of Defense (CHOD).

The U.S. NATO Core Team Deputy (MoDA) is attached to the U.S. Embassy, Tbilisi Office of Defense Cooperation (ODC) for administrative and country support, but is embedded as HQ NATO IS with the NATO Core Team and resident SNGP national experts in the Georgian Ministry of Defense (MoD) office, working with Georgian Ministry and Armed Forces counterparts on a daily basis. The NATO Core Team Deputy (MoDA) assists with the coordination and oversight of SNGP implementation, and contributes to, and collates information for progress reports to the Georgian Defense Minister, CHOD, and the NATO Secretary General.

Specific Tasks:

- Support NATO Core Team Leader and coordinate activities with Georgia SNGP Lead, the NATO Liaison Office, NATO Defence Capability Building Advisors, and Georgian MoD/General Staff.
- Become knowledgeable of the SNGP initiatives (aims, progress, obstacles, ways ahead, etc.) in order to mobilize resources to support SNGP activities.
- Provide top-level overviews to Ambassadors, public/media, Georgian leadership, visiting delegations, new SNGP Contributing Nation experts, and to HQ NATO leadership and staff.
- Conduct meetings with visiting delegations, visiting non-resident SNGP team leads and experts, visiting HQ NATO IS, on-site NATO Liaison Office, and Georgian SNGP POCs and team leads.
- Brief Georgian Defense Minister, deputy ministers, CHOD and DCHOD on SNGP implementation progress.
- Bridge and synchronize U.S. bi-lateral security cooperation efforts related to SNGP, as executed through the ODC (such as Georgian Defense Readiness Package (GDRP)).
- Work closely with appointed Georgian POCs in charge of SNGP; foreign policy advisor to the Minister, DCHOD advisor, and MOD NATO integration department desk officers, to coordinate SNGP initiatives.
- Work closely with the Head of the NATO Liaison Office (NLO) to ensure that SNGP implementation and strategic communications are consistent with overall NATO policy.
- Work closely with the NATO Military Liaison Officer for access to the NATO International Military Staff and NATO military structures.

- Work closely with NATO Command Structure HQ's such as SHAPE Multi-national Partner Division and HQ SACT Joint Force Trainer to support and align SNGP activities with NATO training and partner support efforts.
- Communicate regularly with NATO Allies and SNGP Contributing Nation delegations resident in Georgia to prevent overlap/duplication of assistance.

Required Skills and Experience:

- Program management experience with diverse and complex programs in military or civilian organizations.
- Practical experience as a senior member of DoD staff, COCOM, or Joint Staff in a multi-national environment or as an advisor in a partner nation MoD or strategic-level HQ organization.
- Supervisory experience organizing and leading integrated teams of people to develop plans, overcome challenges, and navigate government bureaucracy towards achieving defined objectives.
- Knowledge of strategic planning and requirements driven processes.
- Demonstrated communication skills, diplomacy, and the ability to work collaboratively with counterparts to help achieve goals through the provision of quality advice, support, and mentoring.
- Ability to achieve political objectives, provide substantive changes/reforms in processes and structures, and build consensus towards developing practical solutions.
- Proven self-starter who can be successful working independently at various organizational levels and with executives/managers/leaders/staffs from multiple functional areas.
- Ability to identify potential synergies among different, sometimes disparate efforts, and the patience to explore how to capitalize on such opportunities.
- Exceptional interpersonal and communication skills with an ability to excel in a multi-lingual and multi-cultural environment.
- Ability to develop unique solutions appropriate for Georgian cultural, political, and economic reality.

Desired Skills and experience:

- Experience working at HQ NATO or other NATO Command Structure HQ and/or experience working in other international/multi-national organizations.
- Experience drafting project proposals / justifications for funding (for example, from NATO's Defense Capacity Building Trust Fund).
- Demonstrated knowledge of NATO structures, organization, procurement, decision-making, policies, documents, partnership tools, hierarchies, roles of the International Staff and International Military Staff vis-a-vis the NATO Command Structure, and political and organizational complexities, and NATO relationships with non-NATO partners.
- Familiarity with the political and security contexts of Georgia and the Black Sea/Caucasus region, and of NATO's role in and policies on the region.
- Familiarity with U.S. security cooperation programs and security assistance, to include a basic understanding of how the U.S. and other nations approach bilateral assistance and engagement.

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 Tbilisi, Georgia for 12 to 24 months 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

- 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 from prior deployments to Iraq or Afghanistan
5. Documentation of command/ component approval to deploy

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

dscanrcr.bpc.list.moda@mail.mil

Command Approval is required:

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. 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 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://cs2.eis.af.mil/sites/12852/AFKN_Docs/Forms/AllItems.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.se-nav.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. 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:

dscanrcr.bpc.list.modaprograminfo@mail.mil