



# Loaned Executive Program

## Assignment Announcement

### Private Sector Senior Advisor, OCHCO, STRIDE

**Description:** The U.S. Department of Homeland Security (DHS) seeks to bring in a Loaned Executive to advise the Office of the Chief Human Capital Officer (OCHCO), Strategic Recruitment, Inclusive Diversity, and Engagement (STRIDE) office.

The Senior Advisor shall assist in the development and implementation of the Secretary's Infrastructure Transformation (SIT) #6 goal which requires that DHS have an overarching Diversity, Equity, Inclusion, and Accessibility (DEIA) framework. DHS and its Components should have concrete, specific plans to ensure the principles of DEIA are incorporated into policies, programs, training practices, and workplace environments. Each plan should include discrete objectives, timetables, and metrics of success.

SIT #6 DEIA aligns with Executive Order 14035, Advancing Diversity, Equity, Inclusion, and Accessibility in the Federal Workforce, which established the policy of the Biden-Harris Administration to cultivate a workforce that draws from the full diversity of the Nation and advances equitable employment opportunities for individuals who are members of underserved communities.

**Length:** The position is a six-month assignment with the option for a six-month renewal. During this time, the loaned executive will serve as a subject matter expert for OCHCO, STRIDE.

**Work Schedule:** The loaned executive will work via temporary employment, as defined in 5 CFR § 304.102. The work schedule is full-time.

**Component:** OCHCO/STRIDE

**Location:** Washington, DC

#### Duties and Responsibilities:

##### (1) DEIA Leadership and Infrastructure:

- The Senior Advisor works closely with the Chief Diversity and Inclusion Officer (CDIO) and Executive Director, STRIDE, to lead the Department's efforts on DEIA. The position will make recommendations on approaches and strategies that will ensure DEIA issues remain a priority in the Department.

- The Senior Advisor will provide strategic advice and counsel to the CDIO and Executive Director, STRIDE, as well as other senior-level officials within the Department, on DEIA-related issues while coordinating DEIA approved initiatives across the Department and in collaboration with every component.
- Serves as a technical expert on a Departmental STRIDE Council to enhance communications and cooperation by serving as a conduit to help employees and managers better understand and apply DEIA principals in the workplace.

**(2) DEIA Infrastructure and Resources:**

- Assisting with support and management of the Department’s DEIA infrastructure, providing recommendations for components CDIO structure, including the standing up of an Executive Steering Committee for DEIA
- Oversees and executes budgetary activities relating to SIT #6 (DEIA) with the goal of justifying and expanding the DEIA footprint across DHS and ensuring DEIA is seamlessly woven into all 19 strategic initiatives, with a particular focus on: #2 Morale, #3 Recruitment/Hiring, #12 Contracts, and #19 Advertising.

**(3) Executive Order Responses**

- Develops findings and recommendations to advance the DEIA strategy for the organization, and better integrate equity related EOs. Analyzes EOs in order to inform Departmental leadership of the Department’s obligations and responsibilities related to the EOs, and to assure Departmental compliance with such orders.
- Coordinates the Department's work to address the requirements of E.O.14035 DEIA, which includes assessing DEIA within DHS and developing a DEIA strategic plan that leverages cutting-edge strategies to advance DEIA within DHS and remove any potential barriers to DEIA in the workforce.
- Examines existing DHS policies, procedures, and practices, and identifies areas where corrective action is needed to foster an organizational culture shift that is in keeping with E.O. 14035.

**(4) Implementing Strategic and Action Plans**

- Implementing the approved DHS Inclusive Diversity Strategic Implementation Plan (IDSIP) for the Department to fully integrate and sustain DEIA and belonging into the agency’s culture, mission, and way of doing business.
- Identifies and provides recommendations to facilitate the development of innovative and cutting-edge technical approaches and solutions used in the private sector to enhance DEIA.
- Oversees the development of DEIA education and awareness campaigns to imbed DEIA across DHS and obtaining buy-in from leadership, managers/supervisors and employees.

**Eligibility Requirements:**

- Demonstrated experience overseeing, managing, and developing DEIA initiatives, analyzing policies and workforce data, and providing expert guidance on DEIA

- related management priorities, strategic plans, and policies for a large organization or agency within either the public or private sectors.
- Demonstrated experience with implementing innovative and cutting-edge technical approaches and solutions used in the private sector to enhance DEIA.
  - Demonstrated expert knowledge, interpretation, and application of Federal Laws and regulations pertaining to HR and DEIA which includes communicating and presenting complex information on DEIA related matters to individuals from all levels within a large organization or agency within either the public or private sectors.
  - Demonstrated experience establishing partnerships with internal and external stakeholders to specifically to identify and eliminate barriers that may impede equal employment opportunity and the integration of DEIA within a large organization or agency within either the public or private sector.
  - This position requires the filing of a Confidential Financial Disclosure Report (OGE Form 450).

**Application Deadline:** Open until filled. **Application Requirements and How to Apply:** To apply, please e-mail a resume with “Senior Advisor, OCHCO, STRIDE” in the subject line to [loanedexecutive@hq.dhs.gov](mailto:loanedexecutive@hq.dhs.gov).

**Whom to Contact for Additional Information:** [jonathan.barry@hq.dhs.gov](mailto:jonathan.barry@hq.dhs.gov).