



JD-05-2020-37

Description:

This position is in the Department of Homeland Security (DHS), Office of Intelligence and Analysis (I&A). The detailee serves as an intelligence analyst within the Economic Security Mission Center (ESMC). ESMC assesses critical threats to US economic competitiveness, using DHS and private sector data to provide unique insights to senior decisionmakers in federal and state government and the private sector. Joining ESMC provides you the opportunity to defend our country's economic security, one of the bedrocks of long-term US national security. We are most interested in candidates with exceptional writing and analytic skills, as well as the curiosity and initiative to lead efforts to strengthen our tradecraft and analytic impact. A previous background in economic security is helpful but not necessary. We support alternative work schedules, including some telework, and provide significant opportunities to mentor more junior analysts and demonstrate analytic leadership within the economic security space. We are also committed to providing both work and educational opportunities to support your professional development. As an ESMC member, you will have the opportunity to take on challenging assignments and help define this new mission space.

Component Name: Office of Intelligence and Analysis, Economic Security Mission Center

Position Title: Intelligence Analyst

Grade Level: GS 13/14/15 Series 0132

Duration: 2 yr.

Location: Washington DC

Employee Responsibility: *Employees interested in a detail opportunity must pursue and receive all necessary approvals within their chain of command i.e., supervisors and/or managers, prior to accepting the detail opportunity.*

Duration: *For Personnel Servicing Offices only – Details are processed in 120-day increments in accordance with 5 U.S.C. §3341 and can be extended in 120-day increments as needed.*

Type of Position: Competitive Service

*** Details of excepted service employees to the competitive service*

requires OPM approval through the Office of the Chief Human Capital Officer.

Type of Detail: Non-reimbursable (JDP does not pay expenses)

Package Acceptance Period: **Start:** 6/3/20 **End:** Dec 2020

Clearance Required (y/n): YES

If yes, what level of security clearance? **TS/SCI**

***** Military or Contracted Personnel NOT Eligible to apply**

***** No temporary promotions will be granted**

***** No Joint Duty Credit Awarded**

Description of Responsibilities:

- Regularly conceptualize, draft, coordinate, and publish intelligence assessments about economic security issues, with a target of one product every 2-4 weeks.
- Lead efforts with DHS forward-deployed collectors from the I&A Field Operations Division, commercial vendors, and DHS components (e.g., Customs and Border Protection, Immigration and Customs Enforcement) to ensure I&A assessments draw upon information not otherwise available to the IC.
- Brief senior stakeholders within the public sector (e.g., DHS executives, leaders at non-IC agencies, Congress) and private sector on threats to US economic security.
- Mentor other officers in substantive and tradecraft topics.
- Demonstrate initiative developing and leading initiatives within DHS and the broader economic security community to advance our mission (e.g., leading information sharing groups, organizing and speaking at conferences).
- Model ESMC's values, demonstrating an ownership mentality, a bias for action, healthy work-life balance, and a focus on your own professional development.

Qualifications:

The competencies or knowledge, skills, and abilities needed to perform this job are:

- Exceptional writing skills
- Ability to conceptualize, draft, coordinate, and publish intelligence assessments
- Strong briefing skills
- Demonstrated ability to work effectively with colleagues within the IE and IC
- Excellent teamwork
- Demonstrated leadership skills (e.g., leading assessments with contributors from multiple offices, organizing working groups)
- Demonstrated initiative in planning, prioritizing, and completing own work activities to advance a programmatic mission

In addition:

- Have an "achieved expectations" or "proficient" rating on his/her most recent performance evaluation; and
- Not have an outstanding disciplinary action or grievance against them

How to Apply: Submit the following documents to jointdutyprogramoffice@hq.dhs.gov, with "**Detail Opportunity – Intelligence Analyst**" in the subject line:

- Submit **Joint Duty Assignment Application**- [DHS Form 250-02](#)
- **Resume** (please do not include any personally identifiable information (PII) (i.e., home address, social security number, or date of birth)
- **Redacted SF-50**, removing PII (i.e., social security number or date of birth)

Point of Contact: **Email:** jointdutyprogramoffice@hq.dhs.gov
