



Ministry of Defense Advisor (MoDA) Program

Position Description: IRAQ OSCI - Senior Advisor – Professional Military Education & Training

Title: Senior Advisor - Professional Military Education & Training

Location: Baghdad, Iraq

Grade: GS-13/14/15

COCOM: CENTCOM

Tour length: 12-24 months*

Clearance: Secret

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

The Ministry of Defense Advisor (MoDA) program trains and deploys Department of Defense civilians to serve as Advisors supporting Institutional Capacity Building initiatives within Partner Nations. Successful completion of the MoDA Strategic Advisor Course is required. The 7-week training includes advising and mentoring skills, operational readiness, history, culture, and language training. The incumbent will use their experience to assist partners in finding host nation solutions and create sustainable programs and processes within their laws and cultures.

Background:

The Iraqi Ministry of Defense (MOD) and Counter Terrorism Service (ICTS) face a wide array of institutional challenges. Among these challenges is insufficient capacity to develop and operate an effective training and education management system, to include a Professional Military Education (PME) enterprise. A fully developed Iraq PME enterprise should be capable of preparing service members for relevant career milestones and service at progressively higher levels of responsibility. This requires development of effective Iraqi PME schools as well as the capacity to take advantage of PME opportunities to attend US, NATO, or other partners' schools. A well designed and fully functioning PME enterprise is a crucial piece of a broader training and education management system that produces desired effects from the tactical through strategic levels. These include properly trained individuals in fully manned organizations at the unit level all the way to implementing mandates in guidance documents at the strategic level (e.g., National Security Strategy, National Defense Policy, and Military Strategy). US and NATO stakeholders see MOD/ICTS ownership of curriculum and instructor development, gap analysis; and needs-based planning/programming as essential in developing Iraqi Institutional Capacity writ large.

Requirements:

The incumbent will be assigned to OSC-I at U.S. Embassy, Baghdad. He/she will mentor counterparts within the MOD and ICTS education and training directorates, 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. Advise and assist counterparts as they design enhanced formal professional education opportunities and programs, leading to the development of a corps of national security military and civilian professionals fully versed in the requirements of planning, prioritization, resource allocation, and decision making.



The incumbent will act as a Subject Matter Expert, assisting US and/or NATO coalition stakeholders in planning and executing engagements and overarching strategies for advice and consultations. The incumbent will also work with other advisors, and international partners as appropriate to synchronize ICB efforts across ministries. Inculcate critical thinking about modern warfare, with special emphasis on military operations in Iraq, counterinsurgency/low intensity conflict, civil-military relations, law of armed conflict, theoretical approaches to military analysis, and defensive and offensive operations. Advise MoD and ICTS leadership as they identify organizational shortfalls, process gaps, build consensus, reach agreement, document conclusions, develop plans to implement reforms, and monitor implementation of policies across all Iraqi PME institutions. The incumbent will also work with other advisors, and international partners as appropriate to synchronize nationwide ICB efforts across ministries. In accordance with the ICB Support Plan for Iraq, consult stakeholders to inform the periodic engagements executed by other ICB providers such as the Defense Security Cooperation University (DSCU), the Defense Institute for International Legal Studies (DIILS), and DEEP in order to inform engagement activities such as faculty development seminars designed to demonstrate modern teaching methods and encourage critical thinking.

Required Knowledge, Skills, Experience:

- Five (5) years' experience in Professional Education and Training, PME enterprise or PME institutional management, or with War College or Staff College (or equivalent) as faculty or in curriculum development
- Three (3) years' experience developing policy across large organizations or 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.

Desired Knowledge, Skills, Experience:

- Seven to ten years of experience conveying/implementing modern teaching techniques addressing curriculum and lesson plan development, learning objective identification, readings selection, question formulation, use of the media, and student knowledge measurement.
- Three to five years of experience conducting training assessments and subsequent program and/or curriculum development to address shortcomings.
- 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.
- Seven to ten years of experience in a Professional Education and Training or PME enterprise or PME institutional management, or with War College or Staff College (or equivalent) as a faculty member, or in curriculum development.
- Significant experience instructing or implementing graduate-level seminar instruction including discussion-based approaches such as case studies, Socratic questioning, teleconferences, practical exercises, and synchronous or asynchronous e-learning.
- Proven familiarity with research methods and writing for academic publication.
- Familiarity with DEEP and NATO strategic goals as related to military education.

Additional Information:

The selected Ministry of Defense 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 7-weeks of training, and a 12 to 24-month in-country assignment.**

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 MoDA Program Office email address:

dscn.cr.bpc.list.moda@mail.mil

Command Approval to Deploy is required:

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 Ministry of Defense 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 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. 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.cr.bpc.list.modaprograminfo@mail.mil