

Iraq MoDA Position Description

COCOM: CENTCOM

Location: USEMB-Baghdad, Iraq

Grade: GS-14/15

Function: Human Resources Advisor

Clearance: SECRET

Title: Senior HRM Advisor

Tour length: 12 months

Background: The Iraqi Security Forces (ISF) face a wide array of defense institution challenges, including an inability to properly manage personnel. Antiquated and inefficient human resources management (HRM) systems and practices; and inefficient recruiting, screening, and entry-level training practices result in undermanned and underqualified units. ISF lack the capability to maximize their human capital due to inadequate visibility of vacancies and ineffective talent management processes. An inability to recognize critical personnel with sufficient salaries, incentives, or rewards results in low retention in high-demand fields. ISF lack a coherent foundational framework to support talent management. Without effective HRM policies and systems, the effectiveness and value of US and partner-nation security cooperation investments are greatly reduced. ISF recognizes the gaps and desire to develop systems commensurate with the size and scope of their missions. This presents an excellent opportunity for partnering with U.S. defense institution building (DIB) efforts.

Within HRM, The Office for Security Cooperation-Iraq (OSC-I) has identified five primary objectives that encompass or support several Iraqi objectives and end-states, including five objectives and nine tasks from the Iraqi National Security Strategy (NSS), nearly 30 objectives from the Ministry of Defense (MoD) National Defense Policy, and over 12 strategic challenges from the MoD Military Strategy. The MoDA advisor will support ISF leadership and staff, specifically the General Secretary and personnel directorates, in developing and implementing HRM policies and systems including:

- Reestablishing a system for personnel actions and accountability
- Institutionalize processes to recruit, screen, assign, and retain personnel
- Develop/Improve a merit-based career management system
- Refine ISF's skills-based payment and benefits system
- Build a framework to incorporate Popular Mobilized Force into the greater ISF following the conclusion of hostilities

Required Knowledge, Skills and Experience: Competitive candidates will have significant HRM experience and an in-depth understanding of the force design and management processes that lead to manpower requirements, including:

- A sophisticated understanding of human resources planning, policy, and program development at a departmental- or service- level, and how they relate to other institutional functions and subordinate organizations.
- Detailed knowledge of military personnel policies relating to recruiting and retention, officer candidate selection and training, promotion, force and career field development, compensation and benefits, awards and decorations, selection and training for command and leadership positions, and requirements for professional military education

- Applicants should have detailed knowledge of the following key processes:
 - Delineation of the connections between national strategic goals; implications for force roles, missions, design, and size; and more specific HRM system goals
 - Rationalization of the total compensation system, developing a comprehensive view of the system that includes all monetary and non-monetary aspects
 - Shaping the personnel profile so that it meets current requirements and is sustainable over time—i.e., ensuring the objective grade and experience profile is feasible

Desired Knowledge, Skills, and Experience: Candidates should also have experience with interagency/inter-ministerial coordination. Prior experience working in a coalition or multinational environment, NATO and international experience is highly desirable. The advisor will work through an Arabic interpreter or in English.

- Demonstrated communication skills and the ability to work collaboratively with US Embassy Country Team, host-nation personnel, and international counterparts
- Demonstrated ability to work as part of a team in an environment with limited resources and creative problem solving skills
- Exceptional interpersonal skills, preferably with experience in mentoring, training, and living in an international setting
- Familiarity with U.S. security cooperation programs

Specific Tasks:

- Provide technical advice and guidance regarding a wide variety of HRM programs that include: officer and enlisted service; force management; personnel readiness; retention; evaluation, selection, and assignment processes; and separations
- Support the development of ISF HRM concepts, plans, and recommendations in support of Government of Iraq and ministerial requirements
- Support the ISF in developing requirements for record-keeping and database management tools related to military and civilian HRM
- Advise and assist the ISF in developing affordable and sustainable skills-based payment systems
- Support the development of policies and education standards for the accession, retention, promotion, and career progression of ISF members

Additional Information:

- Incumbent must be able to obtain and maintain a SECRET security clearance.
- Incumbent must be available for detail from their home organization for a period of 14 months to include training, preparation, and a 12-month deployment.

Interested applicants should submit the following:

1. Cover letter
2. Resume
3. Current SF-50 (redacted, no SSN)

HOW TO APPLY: Submit application package to the MoDA Program Office email address: dsca.ncr.bpc.list.moda@mail.mil

Applications are due NLT 15 OCT 2018. Competitive applicants will be contacted for a telephone interview. Throughout the process, reference and background checks will be completed.