

MINISTRY of DEFENSE ADVISORS (MoDA)
Position Description: LATVIA - Operational /Strategic Logistics

Title: Senior Advisor, Operational /Strategic Logistics **Location: Riga, Latvia**
Grade: GS-13/14/15 **Tour length: 12 to 24 months**
Clearance: Secret **COCOM: EUCOM**

Eligibility: Applicants must be DoD Civilians in GS-13/14/15 pay grades or equivalent

Background: Latvia and the United States have undertaken greater security cooperation efforts through the European Deterrence Initiative (EDI) and other military-to-military programs to address support for mutual security objectives in Eastern Europe. Ongoing security cooperation activities and programs seek to strengthen bilateral cooperation and enhance Latvia's ability to address self-defense initiatives and emerging regional security threats. Latvia has strengthened its ground and air forces at the tactical and operational levels, increased defense spending to recommended NATO levels, and embarked on an aggressive program of cooperation with several international security partners. The increased operational tempo and reform efforts require a logistics system that is effective, efficient and responsive to routine operational issues, and able to support global coalition efforts and emerging regional threats.

Specific Tasks:

- Provide technical expertise to assist the Latvian MOD and Latvian National Armed Forces (LNAF) Joint Headquarters J4 to enhance logistics capabilities in the areas of supply chain management, life cycle management, fuel supply management, new equipment requirements analysis, and procurement.
- Identify logistics and procurement shortfalls to tailor future U.S. defense institution building engagements (e.g. State Partnership Program and the Defense Institution Reform Initiative) that will strengthen Latvian operations, interoperability with international partners, and support to NATO allies.
- Provide analysis and recommendations for improvements or modifications to better streamline logistics functions and operations.
- Assist the MOD and Joint Headquarters J4 with identified reform implementation efforts.

Required Knowledge, Skills and Experience:

- Experience as a DoD civilian logistician, preferably with a technical or management degree, with experience at the service or joint level in identifying and resourcing logistics requirements, crafting and implementing service-wide policy, managing logistics operations from various organizational levels, and restructuring medium and small-scale logistics organizations for efficiency.
- Knowledge of a wide variety of logistics support activities including: equipment requirements determination; supply support systems, equipment life cycle management, fuel supply management, transportation, and maintenance.
- Knowledge of procurement management and capability development processes at the joint or service level.
- Minimum 10 years of experience with U.S. Army or U.S. Marine Corps strategic and operational level ground logistics planning and requirements driven processes.

- Skills in analyzing, evaluating, and interpreting logistics readiness factors, and formulating procedural solutions to logistics readiness problems.
- Knowledgeable in Reception, Staging, Onward Movement, and Integration (RSOI) doctrine, policy, and procedures.
- Knowledgeable of depot or materiel management center operations.
- Demonstrated communication skills and the ability to work collaboratively with counterparts to help them achieve goals through the provision of quality advice, support, and mentoring.
- Proven self-starter with proven success record working independently at various organizational levels and with service level executives/managers/leaders/staffs from multiple functional areas.
- Proven success in individual and organizational capacity building and aptitude to share knowledge, mentor and coach others.
- Demonstrated ability to work in an environment with limited resources and to apply innovative and creative solutions to resolve problems
- Demonstrated creative problem solving skills and the ability to work independently or as part of a team.
- Exceptional interpersonal and communication skills and the ability to work collaboratively with counterparts to achieve goals through the provision of quality advice, support, and mentoring.

Desired Knowledge, Skills and Experience:

- Familiarity with U.S. security cooperation programs and NATO logistics policies and practices desirable.
- Experience as a Logistics Observer, Coach, and Trainer in First Army or Advise & Assist international security assistance mission.
- Knowledge of NATO-interoperable systems and experience with NATO operations/ interoperability.

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 conduct a Temporary Change of Station (TCS) move to Riga, Latvia 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(s) 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:

dscn.ncr.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.secnv.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.ncr.bpc.list.modaprograminfo@mail.mil