Botswana MoDA Position Description

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

COCOM: AFRICOM  
Clearance: SECRET  
Location: Gaborone, Botswana  
Title: Senior Advisor  
Function: Defense Planning  
Grade: GS-13/14/15  
Tour length: 12 months

Background: The Botswana Defence Force (BDF) maintains a strong interest in developing its capabilities to act both inside and outside its borders, and to develop a strategic partnership with the United States. The Government of Botswana (GoB) has embarked on a major force modernization effort, in part to potentially prepare the BDF for peace support operations (PSO) deployments. However, BDF PSO deployments are encumbered by endemic wildlife trafficking activity that strips away forces and constrains the BDF’s ability to deploy to international peacekeeping operations. In order to effectively fight wildlife trafficking and reduce the strain on the BDF, the GoB desires to employ a whole-of-government approach that combines interagency resources. Despite fiscal constraints, the BDF is well-resourced and eager to modernize its forces, as well as build its capacity through outside exercises and international partnerships. The BDF desires to deepen its partnership with the United States to prevent, mitigate, and resolve armed conflict; modernize its force capabilities; counter transnational threats; and, advance regional security cooperation.

Required Experience/Skills/Capabilities:
- Broad Office of the Secretary of Defense (OSD), Joint Staff or combatant command (CCMD) level policy and planning development, coordination, oversight and management.
- Demonstrated experience developing multi-year plans, requirements and/or programming.
- The incumbent should have experience in OSD, the Joint Staff, or CCMD headquarters, ideally in defense strategy, planning or force development capacities.
- Proven experience working in support of Deputy Assistant Secretary-level / two-star military leader offices and organizations, preferably higher.
- Experience with articulating and advocating DoD plans and requirements to other U.S. agencies or Congress is desired.
- Experience with the development, coordination, and implementation of peacekeeping policy.
- Familiarity with U.S. security cooperation and assistance programs such as Foreign Military Sales (FMS), Foreign Military Financing (FMF), and the Peacekeeping Operations (PKO) Fund.

Desired Experience/Skills/Capabilities:
- 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 who can be successful working independently at various organizational levels and with executives/managers/leaders from multiple functional areas.
- Proven success in individual and organizational capacity building, and demonstrated ability 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.
- Experience coordinating policies and strategies for the purpose of developing national-level defense capabilities.
Must be able to effectively and independently prepare a wide range of staff products, including white papers, decision papers, information papers, briefing slides, job descriptions, performance standards, authorization tables, etc.

Must demonstrate creative problem solving skills and the ability to work independently or as part of a team.

Applicants must be willing to immerse themselves with Botswanan counterparts and occasionally travel within the country.

The candidate will require exceptional interpersonal skills, preferably with experience in mentoring, training, and living in an international setting.

Experience with training and working with African militaries and the ability to adapt to a diverse cultural environment.

**Specific Tasks:**

- Duties will include the development, analysis, coordination, and execution of milestones to build capabilities, routine interaction with Botswana Defense leaders, and coordination with U.S. and foreign government officials, U.S. and foreign military agencies, Botswana civil society groups, international government organizations, and nongovernmental development organizations.

- Facilitate the BDF’s strategic planning to focus on building strong linkages between policy, strategy, and resources; instilling the financial discipline to build a balanced, affordable and sustainable force; and, strengthening decision-making processes to focus resources on the most important capabilities.

- Assist the BDF with the development of PSO policy and force modernization to facilitate BDF participation in international peacekeeping operations.

- Assist the Ministry of Defense Justice and Security (MDJS) in laying the groundwork for a Veteran’s Affairs Unit (VAU), including assisting with the development of policies, plans, and organizational structure for the VAU.

- Assist the MDJS with the development of peace support operations (PSO) policy and force modernization to facilitate the BDF participation in regional peacekeeping operations.

- Advance and support other security cooperation efforts, such as improving the sustainability of U.S. military sales and FMF activities, coordinating and harmonizing other institutional capacity building efforts, and identifying opportunities to improve the integration of International Military Education and Training (IMET), DoD regional center and other education & training programs with their advisory efforts.

**Additional Requirements:**

- 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 assignment.

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.