

## Ministry of Defense (MoDA) Program Deployment Requirement

### OPEN AND CONTINUOUS PLACEMENT

**\*Applicants must be current, permanent, DoD Civil Service employees\***

**CCMD:** CENTCOM

**Organization:** DSCA/MoDA

**Position Title:** FINANCE/BUDGET SENIOR ADVISOR

**Grade:** GS- 0340/0343/0501/0505/0560-13/14/15

**Deployment Location:** Kabul, Afghanistan

**Tour length:** 14 months\*\*

**Security Clearance Level:** Secret

**Background:** The Ministry of Defense Advisors (MoDA) Program is designed to forge long-term relationships that strengthen a partner state's defense or interior ministry. The program matches senior Department of Defense (DoD) civilians with ministry counterparts in similar functional areas. Selectees must complete a comprehensive and highly tailored 7-week CONUS training course prior to deployment. Training includes advising and mentoring skills, operational readiness, personal security, as well as history, culture, and language training. Instruction is reinforced by engagement scenarios using native speaking role players.

#### **DUTY DESCRIPTION:**

##### **FINANCE/BUDGET ADVISOR (MOI)**

**GS- 0340/0343/0501/0505/0560 - 13/14/15**

The incumbent will advise the Ministry of Interior (MoI) officials on financial management and budget policies issues, with a focus on the management of the MoI Subject Matter Expert (SME) program and civilization effort. Train, Advise, and Assist (TAA) leadership and staff on the establishment and maintenance of effective and sustainable policies, processes, and procedures that comply with Afghan Law and Ministry regulations. Support and advise senior leaders on budget and finance activities including, but not limited, to program management, requirements development and validation, budget formulation, resource allocation, execution and commitment, monitoring, and reconciliation. Coaches Afghan personnel on the achievement of Program of Actions and Milestones (PoAM) objectives and the employment of the SME program as a tool in advancing these efforts. Promotes and partners with Afghan counterparts to develop, maintain, and implement professional development and civilianization plans. Position requires daily, interpersonal and hands-on interaction with Afghan counterparts in their work locations, including field locations.

#### **Additional Qualifications:**

- Applicants must possess and detail a minimum of 10 years' experience in the applicable functional area as a government civilian.
- Demonstrated communication and interpersonal skills, including the ability to work collaboratively with counterparts to help achieve goals through the provision of quality advice, support, and mentoring.
- Experience developing and coordinating policies and strategies within one or more of the above functional areas for the purpose of developing national-level defense capabilities.
- Proven success in organizational capacity building, and demonstrated ability to share knowledge, mentor, and coach others.
- Experience with training and working internationally with partner governments or their militaries is desired.

**Additional Information:**

- Applicants found to be an initial match to requirements will be contacted to schedule a screening telephone call in advance of a possible interview for placement.
- \*\*Selectees will be detailed from their home organizations for a period of 14 months to include 7 weeks' CONUS training and 12 months' deployment to Kabul, Afghanistan.
- Applicants for these positions must pass a pre-employment medical examination. These positions operate in a physically demanding and austere environment, require the ability to maneuver with the additional weight of body armor in extreme temperatures, and may require lifting heavy items, walking over rough terrain, and working in adverse weather conditions.

**To Apply: CURRENT, PERMANENT DOD CIVILIANS ONLY, REVIEW THE BODY MASS INDEX AND OTHER PHYSICAL REQUIREMENTS AT THE FOLLOWING LINK BEFORE SUBMITTING AN APPLICATION PACKET:**

[http://www.cpmis.osd.mil/expeditionary/pdf/USCENTCOM-MOD-13\\_TAB-A.pdf](http://www.cpmis.osd.mil/expeditionary/pdf/USCENTCOM-MOD-13_TAB-A.pdf)

**MoDA Application Packet:**

1. Command approval as listed below
2. Cover letter outlining why you are interested in advising in Afghanistan
3. Narrative Resume (**list dates, series, and grades held for each position**)
4. Current SF-50 (**redacted, no SSN**)
5. Two professional references (**name, contact info, and organizational affiliation only**) please ensure at least one of your references is a current or former supervisor
6. **If you have deployed previously:** Provide contact information for all in-theater supervisors

**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](http://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](mailto: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](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](mailto: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](mailto:dscn.ncr.bpc.list.modaprograminfo@mail.mil)