

MINISTRY OF DEFENSE ADVISORS (MoDA)
Position Description – INDONESIA, Defense Management

Title: Defense Management Advisor

Location: Jakarta, Indonesia

Grade: GS-13/14/15

COCOM: INDOPACOM

Tour length: 12 to 24 months

Clearance: Secret

Applicants must be DoD Civilians in GS 13/14/15 pay grades or equivalent to be eligible

Background:

Incumbent serves as an advisor to the Ministry of Defense (Indonesian: Kementerian Pertahanan abbreviated KEMHAN) as well as the Indonesian joint headquarters, the service headquarters, and selected subordinate organizations on defense management processes, especially improving management of major weapons systems and capabilities. The advisor will assist Indonesia stakeholders with establishing program management office-like functions for priority capabilities, especially those involving U.S. foreign military sales or building partner capacity cases. The method for doing so is intended to determine with Indonesian stakeholders how to best establish a program management office like function for these systems, while adjusting for Indonesian organizational culture, capacity, and will. The objective of these efforts will be to improve the readiness rates, sustainment, and operational availability of Indonesian military capabilities, with a focus on those that support the FY 21-22 Significant Security Cooperation Initiative on Maritime Security. It is anticipated that the advisor will support improved management practices and functions for Indonesia's AH-64 Apache squadron (within the Indonesian Army), as well as other possible systems such as the ScanEagle Unmanned Aerial System (Indonesian Navy and Army).

The advisor will join an ongoing, multi-year DSCA institutional capacity building effort in Indonesia dating back to 2013. Strategic emphasis of these efforts is on continuing to build solid institutional processes and procedures to bolster the MoD and defense forces capabilities for developing, managing, and employing a joint approach to air and maritime capabilities in a littoral environment. As part of this team, the MoDA will provide coordination and administrative support to all DoD ICB programs in Indonesia, with lines of effort focused on: maritime governance, maritime response operations, and capability based planning.

The MoDA reports to the Chief, Office of Defense Cooperation (ODC), and works as part of this staff in the U.S. Embassy. The MoDA will be assisted in these efforts by a Locally Employed Staff member of the U.S. Embassy. The advisor will work with the DSCA Country Integrator for Institutional Capacity Building, to ensure that U.S. Embassy and ODC country plans and related security cooperation efforts improve security governance and institutional capacity in Indonesia.

Specific Tasks:

- Duties include analysis, coordination, and execution of milestones to build capability, routine interaction with Indonesian civilian and military leaders, and coordination with numerous embassy officials, security cooperation officers, and international development organizations.
- Identify organizational shortfalls or process gaps, build consensus, reach agreement, document conclusions, and monitor implementation of policies across all functional areas.

- 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 IMET, State Department, regional and other institutional capacity building programs with MoDA programs.

Required Knowledge/Skills/Experience:

- Experience with management, sustainment, or readiness aspects of major weapons systems and capabilities; prior experience with U.S. program management offices beneficial.
- Broad DoD, Joint Staff, or Service level policy and planning development, coordination, oversight and management.
- Experience in building partner capacity as part of a U.S. security cooperation or security assistance program.
- Experience developing multi-year plans, requirements and managing programs.
- Experience working in the Office of the Secretary of Defense, Joint Staff, Defense Agency, or Service Headquarters. Experience working at a systems command or equivalent beneficial.
- Broad understanding of the national defense management process, from strategy development to requirements analysis, technology and industry policy, program planning, budgeting, acquisition and sustainment.
- Exceptional interpersonal and communication skills and the ability to work collaboratively with counterparts to help them achieve goals by providing 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.
- Demonstrated ability to work independently or as part of a team. in an environment with limited resources and to apply innovative and creative solutions to resolve problems.
- Prior experience training and working with Indonesian or Southeast Asian militaries is beneficial.

Additional Information:

- Incumbent must be available for deployment 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 do a Temporary Change of Station (TCS) move to Jakarta, Indonesia 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 summarizing how your skills and capabilities align with the requirements
2. Complete narrative chronological resume (include civilian GS grade, military rank or industry title for each position)
3. Current SF-50 (**redact SSN and date of birth**)
4. Three (3) Supervisor References: Required from current and recent supervisor and supervisors from prior deployments
5. Documentation of command / component approval to deploy

Submit complete application package to the MoDA Program Office email address:

dsca.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, and the AFPC team will submit to MoDA for 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 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.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:

dsca.ncr.bpc.list.modaprograminfo@mail.mil