



Due to the significant volume of recruitment being undertaken by Joint Force Training Centre (JFTC) the processing time for applications will take longer than normal. Once you have submitted your application please ensure that you have received a TALEO/NTAP acknowledgement email, which is your proof that your application has been submitted. After this you will be contacted in due course by our recruitment team with further information on the status of your application, but please note that this may not be for several weeks after the vacancy notice closes.

JFTC VACANCY NOTICE 241391

Staff Officer (Russia Analyst - Intelligence) – Project Linked NATO International Civilian

Applications are now invited for the position of **Staff Officer (Russia Analyst - Intelligence) – Project Linked NATO International Civilian**, post number TFC TTPT 0240, NATO grade **A-2/G15**, at the Joint Force Training Centre (JFTC) located in Bydgoszcz, Poland.

Applications must be made on line:

<https://nato.taleo.net/careersection/2/jobsearch.ftl?lang=en>

Closing Date for applications: **20 October 2024**

Location: Bydgoszcz, Poland

Employment start date

Not earlier than 01 January 2025.

Notes for candidates:

The candidature of NATO redundant staff at grade G15 will be considered with priority.

Applicants who are not successful in this competition may be offered an appointment to another post of a similar nature, albeit at the same or a lower grade, provided they meet the necessary requirements.

Notes for NATO Civilian Human Resources Managers: if you have qualified redundant staff at grade A-2/G15, please advise JFTC Civilian Human Resources Manager no later than the closing date.

Contract: Project-Linked-NIC (PLN) This position is linked to a specific NATO project and is for a limited duration of 3 (three) years only.

Serving NATO International Civilian staff will be offered a contract in accordance with the NATO Civilian Personnel Regulations. Newly recruited staff will be offered a three year definite duration contract.

Salary: Starting basic salary (effective 01 January 2024) is **21,946.86 PLN** per month (tax-free). Additional allowances may apply depending on the personal circumstances of the successful candidate. For further details see *NATO Terms & Conditions of Employment* on the JFTC internet website: www.jftc.nato.int.

For any queries, please contact the JFTC Recruitment at: civ.recruitment@jftc.nato.int

If you are an experienced **Staff Officer (Russia Analyst - Intelligence)** looking to join a dynamic team working in a multi-national environment, JFTC would be interested in hearing from you.

Post Context

The Joint Force Training Centre supports Warfare Development, contributing to concept development and maintenance of joint doctrine and standards while coordinating the integration of experimentation, capability development, and interoperability to improve NATO's interoperability, capabilities, and operational effectiveness.

The Training and Exercise Division (TREX) ensures the ability to deliver combined and joint training and exercises, mainly static and distributed as well as single- and multi-echelon, for tactical and operational level headquarters, staffs and forces over the full spectrum of NATO operations, from Pre-Deployment Training for current operations, Corps and Army level exercise at the Operational level and Joint Force Command Level Exercises.

The Exercise Planning Branch is responsible for the conduct of all phases of the NATO Exercise Planning Process (EPP) at the Officer Directing the Exercise (ODE) level leading up to Execution (Phase IIIB) for assigned NATO Command Structure (NCS) and NATO Force Structure (NFS) Exercises.

The NATO Force Structure (NFS)/ NATO Command Structure (NCS) Section personnel man key planning positions for two exercise planning teams and the Scenario Development Team. This Section plans and coordinates the delivery of training to NFS/NCS elements in accordance with the SACT MTEP programme.

Within the Exercise Planning Branch the incumbent's main responsibility is to deliver Intelligence Subject Matter Expertise in support of all phases of the Exercise Planning Process (EPP) with major focus on Russian doctrine and specifics of Tactics, Techniques and Procedures (TTPs) for Russia and the associated states.

Reports to: Section Head (NFS/NCS) - OF-4

Principal Duties: The incumbent's duties are:

- a. Provides Intelligence subject matter support and advice to the JFTC Opposing Force (OPFOR) and Scenario Teams during the exercise planning, especially during the development of (iteration-specific) OPFOR Campaign Plans and during OPFOR workshops;
- b. Provides Intelligence support to OPFOR team during exercise executions and/or executions of wargamings;
- a. Provides Intelligence SME expertise in support of MEL/MIL workshops;
- b. Identifies requirements for external Intelligence Subject Matter Expert (SME) in support of MEL/MIL Workshops and coordinates a formal sourcing of them;

- c. Distributes available Intelligence expertise across MEL/MIL workshops' syndicates, guides, coordinates and controls Intelligence SMEs' MEL/MIL production;
- d. Controls implementation of a realistic Intelligence Sensor Scheme of Manoeuvre (IS SoM) in support of MEL/MIL process and provides related scripting guidance to Intelligence SMEs;
- e. Cooperates with Intelligence Training Team (TT) SMEs and with JFTC Intelligence planners;
- f. Develops Signal Intelligence (SIGINT) specific MEL/MIL storylines;
- g. Develops Electronic Signals Intelligence (ELINT) and Communications Intelligence (COMINT) reports in support of MEL/MIL storylines;
- h. Mentors EXCON Response Cells with Signals Intelligence (SIGINT) capabilities and coordinates dynamic development of SIGINT report;
- i. Provides Intelligence production support and advice as well as Intelligence-related recommendations for the development and improvements of Scenario Modules and Intelligence-source scenario products and reports.

The position will have no legal authority or responsibility.

The position will have no authority over budgets and other financial matters.

The incumbent will have a temporary and limited decision authority in committing Intelligence SMEs (external to JFTC) to actions pertaining to their contribution to development of MEL/MIL storyboards, supportive Intelligence reporting and to the development of OPFOR team products. The decision authority will be shared with assigned MEL/MIL chief and EVENT managers.

Special Requirements and Additional Duties

The employee may be required to perform a similar range of duties elsewhere within the organisation at the same grade without there being any change to the contract

a. Flexibility Clause: In order for the command to deal with emergent requirements, the incumbent may be required to perform other related duties as directed (in particular, the incumbent can expect to work as a member of Working Groups, Project Teams, etc. for defined periods of time).

b. Annual TDY Requirement: the incumbent may be required to undertake Temporary Duty (TDY) and/or travel within and outside NATO's boundaries.

Personnel are expected to conduct themselves in accordance with the current NATO Code of Conduct agreed by the North Atlantic Council (NAC), and thus display the core values of integrity, impartiality, loyalty, accountability, and professionalism.

The work is normally performed in a Normal NATO office working environment.

Normal Working Conditions apply.

The risk of injury is categorised as No Risk.

Essential Qualifications

1. University Degree in criminology, police, public or business administration, administration of justice, criminal law, comparative general management, political theory, behavioural or social psychology or related discipline and 2 years function related experience, or Higher Secondary education and completed advanced vocational training in that discipline leading to a professional qualification or professional accreditation with 4 years post related experience.

2. At least 3 years (in the past 8 years) of strategic or operational experience based on service in national or multinational HQs on analytical Intelligence (INTEL production) posts.
3. Full understanding of the contemporary threat environment and in-depth knowledge on RUS Doctrine and TTPs of RUS and the associated states;
4. In-depth knowledge of NATO 360° MDS and Scenario OCCASSUS series and related OPFOR capabilities and doctrine;
5. Experience in processing Intelligence information in support of military operations;
6. Experience in NATO strategic, operational and tactical Intelligence production, processes and functionality;
7. Experience in consolidation of Intelligence assessments at NATO strategic, operational and tactical levels;
8. In-depth knowledge on NATO ISR platforms / sensors, their capabilities and related SOPs and Tactics, Technics and Procedures (TTPs);
9. In-depth knowledge of NATO Intelligence structures, entities, agencies and assets as well as on formal Intelligence SME sourcing procedures;
10. Complete understanding and knowledge of the NATO Exercise Planning Process (Bi-SCD 075-003) and of the roles of Intelligence Exercise planners and Training Team (TT) members;
11. User and publisher experience with Intelligence data handling systems (INTEL-FS, TOPFAS SAT, BICES) and Joint Exercise Management Module (JEMM);
12. Understanding of the principles for exchange of Intelligence information and reporting between Nations, NATO HQs, agencies and organizations;
13. Understanding of the NATO Lessons Learned (LL) process and experience in documenting and staffing Lessons Learned in relation to Intelligence IRM/CM and Intelligence production procedures and processes.
14. NATO Intelligence Course (INT-AS-2522) provided by NATO - School Oberammergau (NSO);
15. (Inactive) Comprehensive Operations Planning Course (COPC) (JPL-OP-2683) provided by NATO - School Oberammergau (NSO)
16. (Inactive) NATO INTELLIGENCE ANALYST COURSE (NS) (INT-AA-4003) provided by NATO - School Oberammergau (NSO)

Language

English - SLP 3333 - (Listening, Speaking, Reading and Writing)

NOTE: The work both oral and written in this post and in this Headquarters as a whole is conducted mainly in English.

Desirable Qualifications

Professional Experience

1. Knowledge of exercise preparation processes and roles of exercise planning team members;
2. Knowledge of principles of planning, directing, managing Signals Intelligence (SIGINT) and on NATO SIGINT doctrine;
3. Knowledge of collection, production and dissemination of SIGINT at tactical, operational and strategic levels;

4. Experience in identification of scripting requirements for Electronic Warfare Support Measures (ESM)-based Electronic Signals Intelligence (ELINT) and operational and strategic level Communications Intelligence (COMINT) reports in support of MEL/MIL storylines;
5. Knowledge of military Intelligence disciplines, functions, ISR units, systems and assets and their modes of operation at strategic and operational levels of warfare;
6. Previous relevant experience in an international organization, preferably NATO.

Education/Training

1. NATO Intelligence Processing Course (INT-AS-32201) provided by NATO - School Oberammergau (NSO)
2. NATO SIGINT Operations Course (INT-SI-31825) provided by NATO - HQ SACT SIGINT
3. (Inactive) NATO Intelligence Requirement Management and Collection Management (IRM&CM) Course (INT-AS-3651-1) provided by NATO - School Oberammergau (NSO)
4. NATO Intelligence Functional Systems Training (NIFST) (INT-SU-16797) provided by NATO Communications and Information Academy (NCI Academy)
5. Functional Areas Services (FAS) Operational Usage Overview (CCC-CI-37006) provided by NATO Communications and Information Academy (NCI Academy)

Language

Russian – SLP 3232 (Listening, Speaking, Reading and Writing)

Attributes/Competencies

- **Personal Attributes:** The incumbent must be able to work as a team member. A pro-active approach will be important to assess, identify and address problems of all sorts before they critically impact conduct of an exercise. They will require a capacity to analyse the intelligence training requirements and translate those requirements into respective action items to be completed during the exercise planning phase. The incumbent must be able to work under pressure and still produce high quality results. Should be flexible, able to communicate effectively both orally and in writing, and be ready to work outside of the standard working hours, if necessary.
- **Managerial Responsibilities:** The incumbent will plan most of the daily workload within the set priorities and indirectly supervise work of up to 20 EXCON SIGINT SMEs. The incumbent might also be required to supervise contractors if necessary, and if required SIGINT augmentees cannot be sourced. The incumbent will have neither financial responsibility nor responsibility for technical resources.
- **Professional Contacts:** The incumbent has professional contacts with others inside and outside of the organization / provides advice and may be required to negotiate. The incumbent will be responsible for the coordination and cooperation of work with other sections and other divisions of JFTC. The incumbent will maintain regular contacts with staff concerned with related or similar efforts in other headquarters and agencies.

• Contribution To Objectives: Indirectly impacts the ability of JFTC staff to achieve overall objectives. This post contributes significantly to delivery of training/exercises based on realistic scenarios.

There are no reporting responsibilities.

Work Environment

He/she will be required to work in a normal NATO office environment.