Applications are now invited for the post of Staff Officer (Operational Experimentation/Deputy Branch Head) – TSC TTEX 0020, NATO Grade A-4 on the staff of the Supreme Headquarters Allied Commander Transformation (SACT), a NATO Strategic Command in Norfolk, Virginia, USA.

Applications must be made on line:  
https://nato.taleo.net/careersection/2/jobsearch.ftl?lang=en

Closing date for applications: 14 June 2020

Location: Norfolk, Virginia, USA

- **Notes for candidates:** the candidature of NATO redundant staff at grade A-4 will be considered before any other candidates.
- **Notes for NATO Civilian Human Resources Managers:** If you have qualified redundant staff at grade A-4, please advise the HQ SACT Civilian HR Manager no later than the closing date.

**Contract:** 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 1 January 2020) is USD 10031.40 per month to which relevant allowances will be added.

For any queries, please contact the HQ SACT Recruitment Team at civilianpersonnel@act.nato.int
Staff Officer (Operational Experimentation)/Deputy Branch Head – TSC TTEX 0020

NATO Body: Headquarters Supreme Allied Commander Transformation (HQ SACT), Norfolk, VA, USA

Schedule: Full-time

Basic Salary: 10031.40 USD per month.

Grade: A-4

HQ SACT vacancy notice 200436

Are you an experienced Operational Experimentation expert? If so, this position offers you a unique opportunity to support the NATO Alliance at its Warfare Development Command.

Post Context

ACT contributes to preserving the peace, security and territorial integrity of Alliance member states by leading, at Strategic Command level, Warfare Development required to enhance NATO’s posture, military structures, forces, capabilities and doctrines.

The Deputy Chief Of Staff (DCOS) Joint Force Development (JFD) Directorate consists of six HQ SACT-based Branches that, together with the Joint Warfare Centre (JWC), Joint Force Training Centre (JFTC) and Joint Analysis and Lessons Learned Centre (JALLC), have responsibility for NATO Force Development activities. The aim is to improve interoperability amongst NATO Command Structure (NCS), NATO Force Structure (NFS) as well as interoperable Partners’ forces allocated to NATO, and enhance capabilities, to undertake the full spectrum of Alliance missions.

The Operational Experimentation (OPEX) Branch is responsible for the coordination of activities related to the conduct of operational experimentation and capability acceptance within the NATO Enterprise. The Branch harmonises national experimentation with NATO programmes, underpins the development of concepts and capabilities required to support Warfare Development.

The Staff Officer (Operational Experimentation)/Deputy Branch Head is a senior civilian post in the ACOS JFD Division, OPEX Branch, which manages the planning, development, and execution of a continuous campaign of experimentation, through a coordinated effort that draws together contributions from Nations, Commands, research agencies, and industry. Effective experimentation is a key transformation tool with which new ideas, technologies or procedures can be submitted to rigorous scrutiny and optimisation, enabling informed decisions to be made by Nations, on the adoption of new capabilities.

Reports to: - Branch Head (Operational Experimentation)
Principal Duties: He/she will

a. Serve as the Deputy Branch Head, OPEX Branch, responsible for management of the Experimentation Programme of Work (EPOW). The EPOW comprises all operational experimentation that is formally sanctioned by Nations, within the Concept Development & Experimentation Programme of Work (CD&E POW), and conducted by ACT.

b. Manage the execution of the in-year Experimentation Programme of Work (EPOW), and lead detailed planning for the future programme.

c. On behalf of the Branch Head, coordinate and harmonize the activities of the military, civilian and contractor branch workforce.

d. Through regular interface at OF-9 level, develop strategies, policies and resource management plans. Meet near, mid and long-term targets for transformational outputs, as required by Nations and IAW SACT’s strategic direction, from the EPOW. Assess options, and provide recommendations on courses of action, for consideration by senior leaders.

e. Ensure the delivery, on time and within budget, of high quality products from the EPOW. In particular, chair periodic experiment project highlight reviews at A-7/equivalent level with government concept development & experimentation centres, individual experimentation sponsors, and industry.

f. Plan and manage the experimentation budget. Conduct integrated resource coordination with Strategic Management (STRATMAN) and Budget & Finance (BUDFIN) staffs. Provide input to Command financial plans.

g. Conduct liaison and facilitate information flow/exchange with appropriate national and NATO agencies, staffs and committees. In particular, liaise with:

1. Allied Command Operations (ACO) on operational capability gaps and the application of emerging new capabilities from the EPOW.

2. US Joint Staff on cooperative efforts.

3. Exercise staffs regarding experimentation venue selection.

4. Concept Development (CD) Branch regarding the introduction of emerging concepts to experimentation.

5. Strategic Plans & Policy (SPP) and Capability Development (CAPDEV) Divisions regarding the integration of experimentation in order to provide best effect to their programmes.

6. STRATMAN, BUDFIN, and Command Board-level engagements regarding ACT’s internal planning, integration, approvals and oversight of the EPOW.
7. Military Committee Working Groups and the Budget Committee regarding the military requirements and budgetary aspects of the EPOW.

h. Serve as an expert in operational experimentation and ensure a communications strategy to benefit and leverage experimenters Alliance-wide.

i. Present and justify experimentation strategies, policies and programmes to NATO committees including the Military Committee Working Groups (OF-5 level), the Budget Committee (national finance counsellors), the Concept Development & Experimentation (CD&E) Working Group (OF-5 level), and the International CD&E Conference (up to OF-9 level).

j. Guide the experimentation budget.

Fund management includes:

(i) Authority to re-allocate within the EPOW credits of up to $50K in each re-allocation.

(ii) Guide development of expenditure plans, tailored to the emergent situation throughout the financial year, for consideration by senior management.

**Essential Qualifications**

a. University Degree and 6 years post related experience.

b. Six years’ experience in the application of experimentation techniques that address joint and/or land, air, or maritime capability development.

c. Experience on interpreting future trends in order to measure their effect on military capability development.

d. At least six years of project management experience.

e. In-depth knowledge of experimentation processes conducted in national and/or international organizations, such as defence research organizations, academic institutions or defence ministries.

f. Knowledge of the development and use of prioritization and resource allocation methodologies.

g. Knowledge of project management methodologies.

**Language**

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

**Desirable Qualifications**

**Professional Experience**

a. Professional Experience
1. Familiarity with joint/combined operations.

2. Joint military staff experience.

3. Experience in a combined military and civilian workforce.

4. Previous NATO experience.

b. Education/Training

1. Complete Introduction to Programme Management (PRINCE II Introductory Course)

2. Post-graduate qualifications in experimentation-related activities.

Attributes/Competencies

• Personal Attributes:

a. Personal qualities of tact, judgement and adaptability. Good political awareness and motivational and listening skills. A sense of diplomacy and propriety in order to work harmoniously with colleagues and other staff, both civilian and military, from NATO and the NATO nations.

b. Ability to create and manage project teams, which may include military and civilian staff from multiple ACT branches and external organizations.

c. Ability to work effectively without assistance. Possess the ability to assess the benefits of diverse national capability developments towards meeting NATO’s overall required capability goals. Must be in good health and be prepared to travel within and outside of NATO boundaries in support of the listed duties.

d. In coordinating the EPOW, the post demands a high degree of intellectual effort combined with the application of the diverse management skills necessary to extract the best possible productivity in a combined military and contractor workforce. Experimentation planning is constantly challenged by changed circumstances arising from unforeseen operational events, adjusted priorities, resource limitations, and the unpredictable results that arise from planning and executing experiments. In this dynamic environment, he/she must constantly re-align the EPOW to ensure the best possible return on investment. While overall strategic direction is provided by the Command Group, he/she is expected to work within broad parameters on his/her own initiative.

• Managerial Responsibilities:

As Deputy Branch Head, he/she assists the Branch Head in the supervision of the military and civilian personnel of the OPEX Branch. He/she is also the Contracting Officer’s Technical Representative (COTR) for the contractor team that supports operational experimentation.

• Professional Contacts:

a. Internal to ACT. The Command Management Board (Finance) and the Transformation Steering Board regarding ACT’s internal planning, integration, approvals and oversight of the EPOW.
b. External to ACT. The Military Committee Working Group (Capabilities) (OF-5 level), the Military Budget Committee (national finance counsellors), the Concept Development & Experimentation (CD&E) Working Group (OF-5 level), and the CD&E National Advisory Group (OF-6 level).

- Contribution To Objectives:

He/she will provide supporting advice and coordination input related to the testing of new concepts, procedures and emerging capabilities to validate their potential value for inclusion in NATO transformational efforts. He/she has a strong influence on the way in which NATO’s required future capabilities are identified and solutions to them are progressed. The correct identification of the capabilities the Alliance needs to meet its present and future missions is fundamental to the effort of Transformation. The work of this post is fundamental to the ability of ACT to plan and execute a coherent EPOW. He/she manages the drafting of each year’s EPOW, briefs the military requirement and budgetary requirement to the Nations, provides justification of proposed courses of action, and leads the editorial preparation of annual reports on the programme. Within ACT, he/she assembles decision support material, and provides recommended courses of action, to enable senior management to make informed decisions on the Command’s overall strategy and policies for NATO transformation.

Work Environment

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

Contract

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.

Notes for Candidates

The candidature of NATO redundant staff at grade A-4 will be considered with priority.

Notes for NATO Civilian Human Resources Managers

If you have qualified redundant staff at grade A-4, please advise the HQ SACT Civilian HR Manager no later than the closing date.

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