



**Ministry of Defense Advisor (MoDA) Program**  
**Position Description: KENYA - Strategic Defense Logistics Advisor**

**Title:** Strategic Defense Logistics Advisor

**Location:** Nairobi, Kenya

**Grade:** GS 13/14/15

**COCOM:** AFRICOM

**Tour length:** 12-30 months\*

**Clearance:** SECRET or higher

**Applicants must be DoD civilians in GS-13/14/15 pay grades or equivalent to be eligible; 24-30-month assignment is preferred\***

The Ministry of Defense Advisor (MoDA) program trains and deploys Department of Defense civilians to serve as in-country advisors supporting Institutional Capacity Building initiatives within Partner Nations. Selected candidate will complete Defense Advising courses, consisting of 7-weeks of advising and mentoring skills, operational readiness, history, culture, and language training. The incumbent will use their experience to assist partners in finding host nation solutions and create sustainable programs and processes within their laws and cultures.

**Background:**

The United States has a strategic interest in Kenya's security and stability and that commitment is reflected in a partnership on regional and global security issues. The U.S. has four security assistance objectives in Kenya: 1) professionalize the Kenyan military forces; 2) increase Kenyan counterterrorism and border security capabilities; 3) increase maritime security awareness; and 4) improve peacekeeping capabilities. The Strategic Defense Logistics Advisor will provide support to the Kenya Defense Force (KDF) Headquarters Logistics Staff, and their goal is to ensure KDF logistics (acquisition, inventory management, distribution, maintenance) processes maintain a level of force readiness sufficient to address counterterrorism (and other) national defense requirements, including regional peacekeeping and peace support operations. Additionally, the advisor will help inform strategic KDF policies that will drive readiness through a more capable logistics force. Currently, a team of Department of Defense and Department of State implementers advise KDF staff at the strategic, operational, and tactical level on routine logistics support to operations. The Strategic Defense Logistics Advisor will join an existing Institute for Security Governance (ISG) team, State Department logistics advisors, and the Massachusetts National Guard State Partnership Program (SPP), working with KDF leadership to ensure defense articles are absorbed, sustained, and utilized, maximizing Kenya's operational effectiveness and force readiness.

**Specific Tasks:**

- Provide advice and assistance with integrating logistics capabilities and capacities into the requirements decisions to ensure selected capabilities can be sustained.
- Provide advice and assistance with developing a professional logistics force capable of planning and executing sustainment operations.
- Provide advice and assistance with logistics lifecycle management of equipment and facilities to include maintenance policies and processes focused on supply management, in support of planned ground vehicle, aviation, and other materiel acquisition efforts.



- Provide analysis and recommendations for improvements or modifications to better streamline logistics functions, improve overall logistics capabilities, and strengthen support for future operations.
- Offer mentorship in the area of strategic logistics management and provide support for improving KDF logistics readiness at the operational and tactical levels.

**Required Knowledge, Skills, Experience:**

- Experience leading strategic logistics efforts in support of senior defense officials (e.g., Deputy Assistant Secretary/two-star level).
- Minimum 10 years of experience with U.S. strategic and operational level sustainment operations including supply chain, distribution and maintenance management, logistics planning, logistics automation, and capabilities assessment processes.
- Experience with organizational development.
- Advanced project management skills.
- Exceptional interpersonal and communication skills and the ability to work collaboratively with counterparts to achieve goals through the provision of quality advice, support, and mentoring.
- Proven self-starter with demonstrated success working independently at various organizational levels and with service level executives/managers/leaders/staffs from multiple functional areas.

**Desired Knowledge, Skills, Experience:**

- Demonstrated ability to work in an environment with limited resources and to apply innovative and creative solutions to resolve problems
- Understanding of human capital development with a focus on education and training.
- Familiarity with U.S. security cooperation programs and institutional capacity building.
- Graduate of senior level Professional Military Education program, such as War College, with an emphasis on international studies.

**Additional Information:**

- Must be available for detail from home organization for a period of at least 14 months to include training, preparation, and a 12 to 30-month assignment.
- The selected MoDA will do a Temporary Change of Station (TCS) move to Kenya 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](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 recommended that applicants seek guidance from their organization's payroll activity to understand how entitlements are calculated and the impact on their 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 chronological resume (include civilian GS grade, military rank or industry title for each position)
3. Most recent SF-50 (redact SSN and date of birth)
4. Three (3) Supervisor References: Required from current supervisor and/or supervisors from prior deployments (substitutions allowed)
5. Documentation of command / component approval to deploy

Submit application package to the MoDA Program Office email address:

[dscn.cr.bpc.list.moda@mail.mil](mailto:dscn.cr.bpc.list.moda@mail.mil)

### **Command Approval to Deploy is required:**

#### **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 an approved AF Expeditionary Civilian application package to the AF Expeditionary Civilian team prior to Ministry of Defense Advisor (MoDA) Program for consideration. The application template can be found at: <https://usaf.dps.mil/teams/12852/SitePages/Home.aspx> and must contain Colonel/GS-15 or equivalent level approval. The completed package should include an approved application, resume, current SF-50 (SSN & Date of Birth redacted-unreadable), and the following items, as prescribed by the recruitment ad: cover letter, letter(s) of reference/recommendation, and any additional documentation. Submit the completed package to: [afpc.expeditionarycivilian@us.af.mil](mailto:afpc.expeditionarycivilian@us.af.mil) and the team will process for final endorsement to MoDA.

#### **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](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: [dsca.ncr.bpc.list.modaprograminfo@mail.mil](mailto:dsca.ncr.bpc.list.modaprograminfo@mail.mil)