



Ministry of Defense Advisor (MoDA) Program

Position Description: JORDAN – Senior Capability Development Advisor

Title: Senior Capability Development Advisor

Location: Amman, Jordan

Grade: GS-14/15

COCOM: CENTCOM

Tour Length: 12 to 30 months*

Clearance: Secret

**Applicants must be DoD civilians in GS-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 Advisors supporting Institutional Capacity Building initiatives within Partner Nations. Successful completion of the MoDA Strategic Advisor Course is required. The 7-week training includes 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 Jordan's security and stability and that commitment is reflected in a cooperative partnership on regional and global security issues. Areas of security assistance and cooperation include but are not limited to 1) Long-term Partnership, 2) Integrated Air-Ground Operations, 3) Border and Port Security and 4) Influence, that cuts across all lines of effort to deter Iran, countering violent extremist operations (C-VEO), compete strategically, regional constructs, Integrated Air Missile Defense (IAMD) and countering unmanned aerial systems (C-UAS). The Jordan Armed Forces (JAF) MoD Advisor will provide support to the Jordan Armed Forces (JAF) General Armed Forces Headquarters (GHQ), Directorate of Planning and Organization (DPO) to support United States Security Cooperation/Assistance, Military Assistance Program – Jordan (MAP-J), Institutional Capacity Building (ICB) and NATO Defence Capacity Building (DCB) initiatives and JAF efforts, with an emphasis on JAF leading efforts to assess their requirements and capabilities. Additionally, the JAF advisor will be based at the GHQ and in this role work across JAF directorates supporting Capabilities Based Assessments (CBA) in support of JAF's requirements and interests.

The JAF advisor supports JAF, MAP-J, Department of Defense, Department of State, CENTCOM, NATO DCB, ISG-Jordan, and others on strategic, operational, and tactical level assessments. The incoming advisor will replace the JAF advisor who is advising, at the general officer level, on cybersecurity, remediation of munitions (Weapons Removal and Abatement), logistics and human capital implementation plan support to JAF, and other areas as needed. The intent of the role, with regards to US and NATO, ICB and DCB efforts is to ensure efforts are



sustainable and not redundant, respectively, to strengthen the effectiveness of the JAF, and interoperability of the JAF with US and NATO allies and partners.

Specific Tasks:

- Support current and future Institutional Capacity Building (ICB) efforts of the Military Assistance Program (MAP) and the North Atlantic Treaty Organization (NATO) with the Jordan Armed Forces (JAF).
- Assist and support the JAF in conducting its own institutional-level assessments and capability development.
- Provide advice and support to JAF's DPO Capabilities Development Department (CDD) in the development of a requirements process.
- Provide advice and support to JAF'S DPO International Cooperation Department (ICD) around cooperation and coordination on US and NATO capacity building efforts.
- Provide advice and assistance with conducting and executing post CBA implementation plans.
- Offer mentorship and provide support for improving JAF readiness at all levels of the chain of command.

Required Knowledge, Skills, Experience:

- Proven self-starter with demonstrated results working independently at various organizational levels and with service level executives/managers/leaders/staffs from and across multiple functional areas.
- Experience leading projects of a strategic and tactical effort 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 change management, sustainment operations, and capabilities assessment processes.
- Experience with organizational development.
- Advanced project management and program management skills.
- Good interpersonal and communication skills and the ability to work independently and collaboratively with counterparts to achieve goals through the provision of quality advice, support, and mentoring.

Desired Knowledge, Skills and Experience:

- Familiarity with U.S. security cooperation programs
- Knowledge of NATO-interoperable systems and experience with NATO operations and interoperability requirements
- Graduate of senior level Professional Military Education program, such as War College, with an emphasis on international studies



Additional Information:

- Incumbent must be available for detail from their 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 conduct a Temporary Change of Station (TCS) move to Amman, Jordan for 12 to 30 months 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 maybe 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 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.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. 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 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. 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



Defense Security Cooperation University

Defense Security Cooperation Agency