



**Central Intelligence Agency
Office of Inspector General**

Counsel to the Inspector General

Grade: Senior Intelligence Service (SIS) or Senior Executive Service (SES) equivalent

Location: Washington Metro Area/Chantilly VA

Vacancy Close Date: 13 February 2015

Security Clearance Required: Top Secret//SCI

Polygraph Level Required: Full Scope

Duty Description Overview:

The Central Intelligence Agency (CIA), Office of Inspector General (OIG) has an opening for a qualified individual to serve as the Independent Counsel to the Inspector General (IG). This position is required by the CIA Act 50 USC 3517(e)(8).

The CIA OIG is charged with conducting independent audits, inspections, and investigations of CIA programs and operations. The CIA OIG makes recommendations to promote economy, efficiency, and effectiveness in the administration of activities and seeks to prevent and detect fraud, waste, and abuse. The primary responsibilities of the Counsel include providing an independent legal perspective to the IG on all legal issues that pertain to or arise from the functions and authorities of the IG. Counsel also provides legal advice and guidance to the Deputy IG, the Assistant Inspectors General for Audit, Inspection, Investigation and Resources and Administration, and their staffs. Excellent research and writing skills are important. Counsel provides guidance on and helps resolve issues in a wide range of legal areas, including statutory interpretation of National Security and Central Intelligence Agency Acts, Congressional oversight, Constitutional principles, federal criminal law and procedure, FOIA and Privacy Act matters, procurement and fiscal law, conflicts of interest, and ethics. The position requires strong communication skills as interaction with Office of General Counsel, other Offices of Inspector General, the Justice Department, the Intelligence Oversight Board, and the intelligence committees of Congress are frequent and of high importance to the OIG.

Minimum requirements: Graduation from an ABA-accredited law school, active bar membership from any of the 50 states, District of Columbia, Puerto Rico, or the U.S. Virgin islands, and five years of experience as an attorney. Applicants must have a current TS/SCI clearance with a counterintelligence polygraph.

Desired Prior Experience:

- Three years prior legal experience either in CIA's Office of General Counsel or in a federal Office of General Counsel or Inspector General.
- Prior legal experience in either an intelligence community agency or on a Congressional intelligence committee staff.
- Working knowledge of administrative law, legislative process, government contracts and appropriations law, Federal criminal law and procedure, Federal litigation, Freedom of Information Act, Privacy Act, and intelligence law.

The successful applicant must complete the Entrance on Duty requirements for employment with the CIA, which will include a thorough medical and psychological exam, a polygraph interview and an extensive background investigation. US citizenship is required.

To be considered suitable for Agency employment, applicants must generally not have used illegal drugs within the last twelve months. The issue of illegal drug use prior to twelve months ago is carefully evaluated during the medical and security processing.

Important Notice: Friends, family, individuals, or organizations may be interested to learn that you are an applicant for or an employee of the CIA. Their interest, however, may not be benign or in your best interest. You cannot control whom they would tell. We therefore ask you to exercise discretion and good judgment in disclosing your interest in a position with the Agency. You will receive further guidance on this topic as you proceed through your CIA employment processing.

How to Apply:

Applicants must submit a resume and performance appraisals covering the last 2 years. A summary may also be submitted of your experience no more than two typed pages, standard margin, single line, font 11; name, grade and position title on each page. In addition, names and telephone numbers of three legal references are required.

The successful candidate will also have to submit a letter of good standing from the state licensing authority.

Application packages can be submitted via email to karengm@ucia.gov no later than COB on the closing date of this announcement.

Applications will be rejected if received after the vacancy closing date.

SF-50 – All current Federal Government employees must submit a copy of their most current SF-50.

CIA Contact Information:

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