



Office of Inspector General
United States Department of State

U.S. Department of State (Department)
Office of the Inspector General (OIG)
Office of Enterprise Risk Management (ERM)

Position: DETAIL - Enterprise Risk Management Program Manager

General Information:

Announcement Number: Posted on AGILITY@State

Series/Grade: 13 or 14

Who May Apply: Domestic Details – Flex Connect – Department wide

Office: Office of Inspector General, Office of Enterprise Risk Management

Location(s): Arlington, VA

Opening Date: 12/12/2022

Closing Date: 12/30/2022

Job Start Date: 01/30/2023

Job End Date: 05/30/2023

Vacancy Link: must use STATE/OPEN NET/AGILITY: [Enterprise Risk Management Program Manager](#)

Summary:

OIG/ERM is looking for a detailee to manage the Enterprise Risk Management (ERM) program, including implementation of the ERM framework and governance, implementation of risk control and mitigation measures, and execution of ERM training and outreach activities.

Description:

The Office of Enterprise Risk Management in the Office of Inspector General is looking for a detailee to manage the Enterprise Risk Management (ERM) program, including implementation of the ERM framework and governance, implementation of risk control and mitigation measures, execution of ERM training and outreach activities, action planning to apply risk appetite and tolerance to the OIG risk profile, and adapting ERM for sustainability within OIG.

ERM is a tool that provides OIG with a common language and set of standards to identify, evaluate, prioritize, and manage the full spectrum of the OIG's external and internal risks. Enterprise risks are events that have occurred or potentially would prevent OIG from meeting its mission, goals, and objectives and are also either pervasive (cuts across organizational boundaries) or localized (applicable to one office/division) and with high impact to the broader OIG.

This position is located in the Office of Enterprise Risk Management, Office of Inspector General (OIG/FO/ERM), Washington, D.C. OIG/FO/ERM is responsible for three distinct portfolios: Enterprise Risk Management, Strategic Planning and Performance Management, and Policy and Operations Risk Management.

This detail opportunity is only open to current federal employees in the competitive service or excepted service. This position will be full-time, ideally starting January 30, 2023. Detail NTE 120 days and may be extended in 120 day increments not to exceed one year. This is a reimbursable detail. Target audience is GS-14. High performing GS-13 or equivalent, with relevant experience, will be considered. Top Secret clearance required.

As a detailee, the incumbent's duties and responsibilities include, but are not limited to:

- Serving as an Enterprise Risk Management (ERM) subject matter expert responsible for developing tools, practices, and policies to analyze and report enterprise risks, and to manage risks according to the ERM framework.
- Ensuring OIG's ERM policies and strategies comply with applicable regulations and strategic imperatives of the organization.
- Chairing or providing key inputs to risk committees and ensure alignment with organizational objectives.
- Developing reports and presentations using data visualization and analytics tools to generate evidence-based risk analysis and targeted response activities that build senior leaders' commitment to ERM.
- Preparing action plans for risk control and mitigation. Assessing current risk responses, propose additional risk responses to further reduce risk exposure in accordance with OIG's risk appetite and tolerance. Identifying metrics aligned with each strategic objective that can measure performance and risk.
- Coordinating ERM outreach efforts and builds relationships of trust with programs. Devising strategies for injecting risk discussions into existing management forums to make it easier for new appointees to actively participate in ERM.
- Supporting the Strategic Planning and Performance Management and Policy and Operations Risk Management portfolios as needed, including strategic planning efforts.
- Performing other duties as assigned.

To apply for this detail, you must have supervisory approval and submit a complete application package which includes:

- 1) A cover letter explaining your interest in the position (maximum one page, fonts cannot be smaller than 10 point)
- 2) Resume highlighting relevant experience (maximum two pages, fonts cannot be smaller than 10 point)
- 3) Most recent SF-50, Notification of Personnel Action, showing current grade, series, tenure, service, and position occupied.

Additional Details:

- Requesting Official: Ogochukwu Ekwuabu, Senior Risk Management Officer
Name and Position
- POC Email: Ogochukwu.A.Ekwuabu@stateoig.gov
- POC Phone Number: (571) 348-3456
- Available to the following services: Civil Service
- Category: Domestic Detail – Flex Connect
- Bureau and Office: OIG/ERM
- Duty Location: SA-39
- Supervisory: No
- Requires Travel: No
- Telework Eligible: Yes
- Eligible for Relocation Assistance: No