



Council of the
INSPECTORS GENERAL
on INTEGRITY and EFFICIENCY

The CIGIE Interagency Fellows Program enables emerging OIG leaders to expand their leadership competencies, broaden their organizational experiences, and foster networks they can leverage in the future.

CIGIE Interagency Fellowship Position Description

PD No. 7			
Department/Agency OIG:	<i>U.S. Department of the Interior, Office of Inspector General</i>		
Fellowship Title:	<i>Suspension and Debarment Fellowship</i>	Required Clearances/ Special Requirements:	<i>Secret, The fellow needs the following: A basic understanding of administrative remedies, procurement law, and the Federal Acquisition Regulation.</i>
Number of Positions:	<i>1</i>	Available Workplace Flexibilities:	<i>Cubicle or swing space will be available – includes landline phone and laptop</i>
GS Level: (13, 14, and/or 15)	<i>GS14 or GS15</i>	Office Location:	<i>Washington D.C.</i>
Description of Development Opportunity: 1.) Projects, Roles, and Responsibilities & 2.) Anticipated Accomplishments			
<p><i>1 – The participant would participate in or lead a team comprised of analysts, attorneys, and/or criminal investigators tasked with preparing recommendations for suspension, debarment, or other administrative action including actions available und PFCRA. The host supervisor would guide and review all work completed by the participant.</i></p> <p><i>2 - The participant would be responsible for successfully completing a minimum of three recommendations for administrative action. The participant would also complete advanced external and/or internal training in suspension, debarment, and other administrative remedies.</i></p>			
Developmental Goals: Please select the Executive Core Qualifications (ECQs) that the participant may cultivate on this assignment. For more information about ECQs, please visit www.opm.gov/ses/recruitment/ecq.asp.			
ECQs (check all that apply):		Please describe how this assignment relates to the ECQs and will provide a meaningful work experience for the participant:	
<i>Leading Change</i>	<input type="checkbox"/>	<i>Although this assignment does not involve leadership, it will expose the participant to highly results driven organization that relies upon coalitions with Department of the Interior law enforcement organizations, acquisition officials, and the Office of Solicitor; other OIGs; and private sector entities and organizations. In addition, the participant will be involved in prioritizing, planning, and executing recommendations for administrative action based on funding, staffing, and investigative priorities.</i>	
<i>Leading People</i>	<input type="checkbox"/>		
<i>Results Driven</i>	<input checked="" type="checkbox"/>		
<i>Business Acumen</i>	<input checked="" type="checkbox"/>		

Building Coalitions

