



**Special Opportunity Notice
6-Month Reimbursable Detail
IT Audit Director
GS-2210, 0343, or 0511 -14/15**

The Library of Congress (LOC or Library) Office of the Inspector General (OIG) is pleased to offer a 6-month reimbursable detail opportunity for a highly motivated and qualified individual to serve as a non-supervisory Information Technology (IT) Audit Director.

The selectee will work with our Office of Audits and Evaluations to conduct and coordinate IT audit and evaluation activities of the Library's programs and operations. The selectee will report directly to the Assistant Inspector General for Audits. The selectee will ideally be a GS-15 but experienced GS-14s will be considered.

ABOUT THE DETAIL:

LOC OIG is a dynamic and exciting place to work with a high trust, high performance organizational culture. We take pride in creating a forward-thinking, collaborative, and supportive working environment. As a small office, this detail would afford the selectee the ability to expand their skills by working on a wide variety of assignments that have a high level of visibility to Library and congressional stakeholders.

The selectee would also be invited to participate in unique Library experiences. OIG employees participate in behind-the-scenes visits to Library programs and operations, attend Library staff-only events to preview popular exhibitions, and interact with leading experts on varied subjects.

The OIG office is located within the U.S. Capitol Complex in Washington, DC. As a legislative agency, expanded workplace flexibilities are available under the OIG's policies. The detail length is six months, with the possibility of extending an additional six months if agreed upon by both organizations. We intend to announce the role filled via this detail as a permanent position this summer.

MAJOR DUTIES:

Work may include but is not limited to conducting audits and evaluations of Library of Congress IT programs and systems. Work at this level is characterized by broad and complex assignments that affect the direction of Library IT operations over several years and can result in changes to Library policies and regulations that govern its activities. IT audits and evaluations also evaluate the Library's compliance with applicable laws, regulations, and its programmatic goals. The selectee's responsibilities include:

- Serving as an expert on the wide variety of engagements and integrating information across different functional areas to assist OIG in monitoring IT trends and results overall.
- Leading multiple concurrent audits and other projects under time constraints.
- Supervising contractors, ensuring that audits and evaluations stay within scope and guiding personnel to shape final report messages.

- Determining disposition of open recommendations as the Library submits requests to close.
- Conducting special assessments that significantly impact the Library's IT strategic planning management, and operations.
- Performing audits and evaluations of IT general and application controls, data integrity, system development life cycle, acquisitions, and information resources management.
- Analyzing major IT processes in response to management concerns about major deficiencies in mission accomplishment.
- From audit and evaluation findings, advising top Library management directly on the overall characteristics and direction of IT systems that support the basic mission of the agency.
- Utilizing a high level of expertise to write and/or edit information on important policies, functions, and topics with a broad impact on the direction of the agency's IT programs, such as writing reports on agency programs to be presented to Congress.
- Using an analytical and creative thought process to examine IT operations and make recommendations for process improvements.
- Serving as a contracting officer's representative or advisor to the contracting officer's representative on ongoing engagements.

HIGHLY RECOMMENDED COMPETENCIES:

The selectee should be:

- A strong writer with excellent communication skills to concisely and effectively understand, interpret, and report information and audit findings
- Skilled in explaining technical concepts to a non-technical audience.
- Preferably have experience or familiarity with concepts and frameworks related to zero trust, disaster recovery, and incident response.
- Experience and certification as a contracting officer's representative is also highly desirable.

HOW TO APPLY:

If you are interested in this detail, please seek your supervisor's approval before applying.

Questions regarding this opportunity can be directed to Brittany Souder at bsouder@loc.gov.

To apply for this detail, please submit a resume, a brief cover letter, and your most recent performance appraisal. If you do not have a performance appraisal, please provide an explanation.

Applications should be sent to to Brittany Souder (bsouder@loc.gov) by Friday, April 18, 2025.