



## Professional Development Detail Opportunity – Special Assistant to the CIGIE Legislation Committee

Peace Corps Office of Inspector General is pleased to offer a non-reimbursable detail opportunity (six months; longer considered) to current Inspector General Community staff (GS13, 14 and 15 levels considered). This opportunity is available starting February 2024 and will remain open until filled.

Through audits, evaluations, and investigations, the Peace Corps Office of Inspector General (PC OIG) provides independent oversight of agency programs and operations in support of the goals set forth in the Peace Corps Act while making the best use of taxpayer dollars.

Joaquin Ferrao, PC OIG Inspector General (IG), is Executive Chair of CIGIE’s Legislation Committee. The Committee provides regular and ongoing communication regarding legislative issues and other matters of common interest between Congress, CIGIE, and the IG community.

### Detail description

The CIGIE Legislation Committee Special Assistant will work collaboratively with PC OIG staff to develop and maintain relationships with key stakeholders in the IG community and Congress to ensure IG interests and priorities are effectively and efficiently represented, communicated, and considered by all parties involved in the legislative process. This detail opportunity allows the candidate to develop various Executive Core Qualifications, such as Leading Change and Building Coalitions. For instance, the candidate will exercise key competencies involved in Leading Change, including creativity and innovation, external awareness, flexibility, resilience, and strategic thinking while engaging with congressional staffers on IG related legislation.

The Special Assistant will gain a deeper understanding of legislative processes and how individual IGs’ priorities relate to overall CIGIE legislative priorities. The Special Assistant will take the lead in select legislative matters, scheduling and leading weekly updates and working level meetings with CIGIE Leadership, coordinating the positions of CIGIE members, communicating with key congressional stakeholders, and as appropriate, assisting them in developing initiatives that take into account the equities of the IG community.

In conducting this work, the Special Assistant will need to Build Coalitions by partnering within and sometimes outside the IG community, exercising political savvy and influencing skills when communicating and dealing with legislative branch staff. This will enable the Special Assistant to develop contacts and relationships across the IG community as well as with members of Congress, their staffs and, as appropriate, other interested parties.

Through this opportunity, the Special Assistant will have the opportunity to expand their leadership competencies, broaden their organizational experiences, and develop expertise that can be used in support of the IG community beyond the Special Assistantship. The Special Assistant may also foster networks and relationships they can leverage in the future, while gaining new skills that they can take back to their home agency.

This Special Assistantship opportunity is a full-time assignment for at least six months. Applicants residing outside the DC metro area will be considered. At a minimum, physical presence at the monthly Legislation Committee meetings is expected.

A T2 moderate personnel security review is required. Peace Corps Manual Section 611 is applicable to this Special Assistantship. This section prohibits the employment of certain persons previously engaged in intelligence activities or connected with intelligence agencies within the past 10 years. The policy is founded on the premise that it is crucial to the Peace Corps in carrying out its mission that there be a complete and total separation of Peace Corps from the intelligence activities of the United States Government or any foreign government, both in reality and appearance.

## Mission of the Legislation Committee

CIGIE's Legislation Committee is responsible for providing regular and ongoing communication regarding legislative issues and other matters of common interest between the Congress and CIGIE. Specifically, the Committee is dedicated to providing helpful and timely information about Federal Congressional initiatives to the Inspector General (IG) community; soliciting the views and concerns of the community in response to legislative initiatives and Congressional requests; and presenting views and recommendations to Congressional committees and staff, the Government Accountability Office, and the Office of Management and Budget (OMB) on issues and legislation that broadly affect the IG community.

The Legislation Committee, in a professional, proactive, and efficient manner, strives to advance the following objectives:

1. Foster productive and enduring relationships with members of Congress, Committees, and Congressional staff that have an interest in government fraud, waste, abuse, mismanagement and other issues paramount to the IG community;
2. Effectively represent the IG Community's interests on legislative initiatives;
3. Advance efficiency and effectiveness in government programs as prescribed by the IG Act by raising awareness of legislative issues of concern to the IG Community and presenting the IG perspective to Congress, OMB, and other stakeholders; and
4. Inform IGs about legislative proposals and initiatives that affect the IG community.

## Action Plan for Ongoing Legislation Committee Activities

The Committee, working as a whole and through the skills and experience of individual Committee members:

1. Meets with leadership and senior staff of the House Oversight and Accountability and the Senate Homeland Security and Government Affairs Committees as well as other Congressional committees to initiate and maintain productive working relationships.
2. Meets with OMB and other stakeholders as appropriate.
3. Develops and maintains a list of legislative developments that affect the IG community or individual IGs and provides IGs with monthly updates on legislation of general interest.
4. Presents the IG community's views and recommendations to relevant Congressional entities on legislative proposals affecting the IG community.
5. Coordinates CIGIE response when the IG community is asked by a Congressional entity to provide information, comments, or recommendations on a particular topic or proposal.
6. Collaborates with other CIGIE committees on legislation-related matters and serve as a liaison to the Hill as needed.

**Contact:** Interested candidates should provide a resume and concurrence from their manager to:

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