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| **cid:image001.jpg@01C81640.3E8B1740** | **BONNEVILLE POWER ADMINISTRATION**  **DETAIL – NON-COMPETITIVE TEMPORARY PROMOTION OPPORTUNITY**  **INTEREST ANNOUNCEMENT FY23-CGF-001- GS-2210-13- Temporary Promotion-Detail**  **IT Specialist**  ***For Classified position J08420, GS-2210-13***  ***Pay Range: $105,666 – $137,363GS-*** ***2210-13***  ***Full Performance Level: GS-13***  ***This is a full-time, permanent position***  ***Number of Vacancies: 1*** |

**OPENS: 04/07/2023 CLOSES: 04/17/2023**

**POSITION LOCATION:** *CGF-MODD, Vancouver, Washington*

**WHO MAY APPLY:**Any Bonneville Power Administration employee with current competitive career conditional/career status currently at the GS-12 grade level. This is a non-competitive temporary promotion or detail NTE 120 days. Employees will need to confirm they have their supervisor’s approval when applying for the non-competitive temporary promotion or detail.

Employees who have non-competitively served a total of 120 days in a temporary promotion or detail to a higher grade within the preceding 12 months are not eligible for a higher-graded opportunity. Contact HR Help (503) 230-3032 if you have questions regarding your eligibility.

**NOTES:** The successful candidate will be detailed or non-competitively temporarily promoted to the position of IT Specialist. Selection from this interest announcement is subject to the requirements of applicable employment practices. Any promotion associated with this announcement will be subject to the following:

1. When an employee already holds the same grade or higher as the position of interest on a permanent basis, then the action will be processed as a detail and may be made for a period up to one year, in 120-day increments. When appropriate, details may be extended for an additional year, in 120-day increments.
2. When an employee holds a lower graded position or is in a position with lower-graded promotion potential than the position of interest, s/he is prohibited from serving in a higher-graded position for more than 120-days in a 52-week period. The action may be processed as a detail or non-competitive temporary promotion at management’s discretion. Employees selected for a non-competitive temporary promotion must meet time in grade, experience, and any minimum education requirements specified under Special Skills & Abilities below. Those who do not meet the time in grade or qualifications requirement(s) may be eligible to accrue experience during a detail. Non-competitive temporary promotions or details to a higher grade may not be extended or made permanent.
3. The employee will be returned to his/her permanent position of record (i.e., position prior to detail) upon completion of the non-competitive temporary promotion or detail opportunity.
4. Temporary promotions and details may be terminated at any time based on the needs of management.
5. Multiple selections may be made from this interest announcement to fill the position on a rotational basis.

**GENERAL INFORMATION:** The incumbent will report to *Supervisory Compliance Specialist*

This position is located in the FERC Compliance (CGF); Compliance and Governance (CG) organization of Compliance, Audit and Risk Management (C); Bonneville Power Administration (BPA). The purpose of this position is to serve as lead critical infrastructure protection (CIP) Compliance Business Partner (CBP) and as an expert responsible for the leading compliance oversight activities relating to development, implementation, and sustainment of operational CIP strategies, processes, guidelines, and projects to safeguard critical cyber assets that are necessary for reliable and secure operation of the assets used in the operation and control of the Bulk Electric System (BES). The employee works directly with other Bonneville organizations and the lead CIP Reliability Standards Owner (RSO) to assure BPA’s CIP cybersecurity program, policies, processes, and standards comply with all applicable regulatory requirements. This position deals with CIP compliance of power system grid operations functions. This position is a coordinator and expert analyst responsible for planning, organizing, conducting, and leading the BPA North American Electric Reliability Corporation (NERC) CIP reliability standards efforts. This position ensures that extensive compliance documentation and evidence is available and that an evaluation and quality control is performed on that documentation against generally accepted and benchmarked criteria including risk analysis, business and financial analysis, legal assessment, governmental regulations, and standards and other criteria as deemed appropriate.

**DUTIES:**

1. (50%) Serves as the technical expert, Compliance Business Partner, and coordinator for BPA Critical Infrastructure Protection (CIP) to develop and oversee strategies, processes, guidelines, and projects to safeguard critical cyber assets that are necessary for reliable and secure operation of the assets used in the operation and control of the Bulk Electric System (BES).

* Serves as technical expert to ensure BPA implements Federal Energy Regulatory Commission (FERC) cybersecurity requirements, within regulatory deadlines if applicable. Leads internal program staff and cross-BPA teams in strategy development and priority setting, in the development of processes and procedures to ensure compliance with FERC cybersecurity requirements, and in resolving conflicts involving implementation of cybersecurity program requirements in accordance with BPA compliance frameworks to include negotiation and resolution with reports of solutions provided to management.
* Oversees and guides the planning and coordination of program management services related to the implementation of North American Electric Reliability Corporation (NERC) regulatory requirements applicable to Transmission, Power and Corporate information, cyber systems and facilities used to operate, control and protect the transmission system.
* Monitors the preparation of periodic reports on the NERC CIP Reliability Compliance Program. Interfaces with management across Transmission organizations, Legal, CIP technical experts, reliability standard owners, project managers and external organizations for reporting and responding to CIP compliance related requests. Evaluates BPA responses during audits or ad-hoc requests.
* Manages the planning, development, and coordination of CIP cybersecurity compliance program efforts by meeting with internal and external stakeholders to communicate and advance BPA’s approach and direction with the CIP cybersecurity compliance programs. Conducts cross-BPA technical reviews with subject matter experts to assess CIP compliance and develop action plans to address deficiencies. Performs audits and tests, analyzes the data, documents the findings and results, and prepares audit reports, summaries, briefings, electronic messages and other deliverables. Identifies new responsibilities within BPA as needed for monitoring, reporting, and developing internal procedures for compliance with cybersecurity requirements.
* Uses the Governance/Risk/Compliance (GRC) Tool. Develops and coordinates internal briefings and training regarding BPA’s CIP cybersecurity compliance program requirements. Updates and maintains program manuals and process documentation as needed to provide effective policy and procedural guidance to staff.

2. (35%) Serves as cybersecurity assessor evaluating cybersecurity compliance using a systematic process to assess risks from multiple vectors, determine root causes of incidents and provide recommended mitigation strategies.

* Collaborates with IT leadership across various disciplines, provides guidance, direction or recommendations to address new regulatory requirements and assessing secure and compliant solutions
* Provides expert technical advice and guidance to IT leadership in evaluating secure cyber infrastructure strategies
* Evaluates security control risks, investigates incidents and proposes internal controls.
* Conducts cross-BPA technical reviews with subject matter experts to assess CIP cybersecurity compliance and develop action plans to address deficiencies. Performs audits and tests, analyzes the data, documents the findings and results, and prepares audit reports, summaries, briefings, electronic messages and other deliverables. Identifies new responsibilities within BPA as needed for monitoring, reporting, and developing internal procedures for compliance with cybersecurity requirements.
* Utilizes cyber security frameworks (National Institute of Standards and Technology (NIST), Federal Information Security Management Act of 2002 (FISMA), CIP) in evaluating cyber security controls
* Reviews, identifies, and implements improvements to the assessments and monitoring provided by the program.
* Contributes to the development and implementation of the cyber infrastructure strategy, architecture, standards and procedures across the enterprise.
* Resolves escalated issues arising from non-compliant implementations requiring coordination with other departments.

1. (15%) Represents the BPA and Information Technology in conferences and meetings with other agencies, State and local authorities, private industry and public groups in efforts to obtain all viewpoints regarding proposed programs or program changes and to assure concerted action by all parties involved.

* Leads or participates as a technical expert in interagency and intra-agency committees and working groups for resolving critical problems in existing agency-wide IT systems and programs requiring innovative solutions.
* Evaluates and makes recommendations concerning overall plans and proposals for major BPA, DOE, and interagency projects and implementing national level guidance in standards, guidelines, or policies for major IT programs.

Performs other duties as assigned.

**SPECIAL SKILLS & ABILITIES:**

Employees with at least one year of specialized experience at the next lower grade level in the Federal service may be eligible for temporary promotion. Specialized experience for this position is defined as:

* + 1) Applying IT systems security principles, concepts, and methods to develop IT infrastructure protection involving remediation of vulnerabilities, systems security certification, and accreditation requirements and,
  + 2) Managing security implementations, changes, evaluations, and reviews for cybersecurity compliance programs.

**HOW TO APPLY:**

Complete a brief memo of interest describing your interest in this detail – temporary promotion assignment and your relevant experience. Submit your memo and a signed Supervisory Acknowledgement statement (below) by close of business on **04/17/2023** to Ryan Buss, rdbuss@bpa.gov. DO NOT submit a resume.

***SUPERVISOR’S ACKNOWLEDGEMENT***

**INTEREST ANNOUNCEMENT*:* FY23-CGF-001- GS-2210-13- Temporary Promotion-Detail- Temporary Promotion-Detail**

I acknowledge that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has requested consideration for this position. I understand this temporary assignment is a detail or temporary promotion NTE 120 days.

I am willing to consider approving the detail and understand the salary, travel, lodging, M&IE costs and/or FTE for the duration of the detail will be funded by CGF.

Supervisor’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor’s Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Routing: \_\_\_\_\_\_\_\_\_\_\_\_\_