

POSITION DESCRIPTION <i>(Please Read Instructions on the Back)</i>						1. Agency Position No. NL12081				
2. Reason for Submission <input type="checkbox"/> Redescription <input checked="" type="checkbox"/> New <input type="checkbox"/> Reestablishment <input type="checkbox"/> Other		3. Service <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field		4. Employing Office Location Orlando, FL		5. Duty Station Orlando, FL		6. OPM Certification No.		
7. Fair Labor Standards Act <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt				8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interests		9. Subject to IA Action <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
10. Position Status <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Excepted <i>(Specify in Remarks)</i> SES (Gen.) <input type="checkbox"/> SES (CR)				11. Position is: <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither		12. Sensitivity <input type="checkbox"/> 1 - Non-Sensitive <input checked="" type="checkbox"/> 3 - Critical Sensitive <input type="checkbox"/> 2 - Noncritical Sensitive <input type="checkbox"/> 4 - Special Sensitive		13. Competitive Level Code *		
14. Agency Use										
15. Classified/Graded by		Official Title of Position				Pay Plan	Occupational Code	Grade	Initials	Date
a. U.S. Office of Personnel Management										
b. Department, Agency or Establishment										
c. Second Level Review										
d. First Level Review		Interdisciplinary Lead General/Computer/Electronics Engineer/Computer Scientist				GS	800/854/855/1550(13)	14		12/7/07
e. Recommended by Supervisor or Initiating Office										
16. Organizational Title of Position <i>(if different from official title)</i> Chief Engineer, Simulation Environment Team (SET)						17. Name of Employee <i>(if vacant, specify)</i>				
18. Department, Agency, or Establishment Department of the Army					c. Third Subdivision Reserach, Development and Engineering Center (RDEC) (E)					
a. First Subdivision U. S. Army Materiel Command (AMC)					d. Fourth Subdivision Simulation Technology (ET)					
b. Second Subdivision Simulation, Training and Instrumentation Command (STRICOM)					e. Fifth Subdivision					
19. Employee review - This is an accurate description of the major duties and responsibilities of my position.					Signature of Employee <i>(optional)</i>					
20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the					knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.					
a. Typed Name and Title of Immediate Supervisor Edwin A. Trier, Director (Acting) Research, Development and Engineering Center					b. Typed Name and Title of Higher-Level Supervisor or Manager <i>(optional)</i>					
Signature		Date		Signature		Date				
		12/12/07								
21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.					22. Position Classification Standards Used in Classifying/Grading Position PCS for GS-854 Series, TS-83, Jan 88 ; PCS for GS-855 Series, TS-3, Feb 71; PCS for GS-1550 Series, TS-83, Jan 88 ; Handbook of Occpl Groups and Fam, Jan 99, HRCD-7 ;GS SG TS-52, Mar 81; GS Leader GEG, HRCD-5, Jun 98; Equip Dev GEG, TS-74, Jun 68					
Typed Name and Title of Official Taking Action James B. Godwin, Jr., COL, FA, Chief of Staff					Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.					
Signature		Date		Signature		Date				
		12/12/07								
23. Position Review		Initials	Date	Initials	Date	Initials	Date	Initials	Date	
a. Employee <i>(optional)</i>										
b. Supervisor										
c. Classifier										
24. Remarks Position is at the Full Performance Level CL:1429/1430/1431/1432 BUS: 8888 This is a Critical Acquisition Position This is a Testing Designated Position. Incumbent is subject to random drug testing.										
25. Description of Major Duties and Responsibilities <i>(See Attached)</i>										

INTRODUCTION

Position is located in the Simulation Technology Business Area of the Simulation, Training and Instrumentation Command (STRICOM) Research, Development and Engineering Center (RDEC). STRICOM is a major subordinate command of the U.S. Army Materiel Command (AMC). The mission of STRICOM is to provide centralized management and direction for all research, development, acquisition and fielding of army training devices; simulations and simulators; major test instrumentation; targets and threat simulators; and distributed interactive simulations. The Commander centrally directs, coordinates and supports materiel development, acquisition and sustainment activities through the functional/matrix organization and four project managers.

Incumbent of this position serves as the Chief Engineer for the Simulation Environment Team (SET) within the Simulation Technology Business Area. The SET mission includes Synthetic Natural Environment (SNE), Immersive Simulation Technology (IST) and Visual System Technology (VST) development and technical support. Position requires coordination with the Commanding General, Deputy to the Commander, STRICOM Project Managers and Directors as well as higher headquarters, other AMC Commands, Training and Doctrine Command (TRADOC), other Army and DoD organizations and private industry.

MAJOR DUTIES

Plans, organizes and directs STRICOM's complex research and development programs in the area of synthetic environment development, representation and interoperability to include terrain databases, physical environment modeling and weather effects modeling and representation. Develops and oversees the implementation of long range technology development plans in the synthetic environment area in support of future modeling and simulation programs. Supports the Director's objective to maintain continuous surveillance of engineering technology, trends and standards with regard to modeling and simulation efforts to ensure the Command is positioned competitively in a market where investment funding is carefully scrutinized. Coordinates with other AMC and Department of Defense (DOD) organizations on synthetic environment technology programs/initiatives, and makes recommendations to the Command on technology initiatives that STRICOM should pursue.

35%

Serves as the Chief Engineer for the Simulation Environment Team (SET) within the Simulation Technology Business Area of the RDEC. Plans and coordinates the efforts of a team of Synthetic Environment engineering specialists. Provides technical direction and leadership including setting goals and objectives, planning for professional development, and allocating resources for project execution. Contributes to the performance evaluation of engineers within the team. Team Leadership responsibilities are itemized in attached checklist.

25%

Serves as the principal simulation environment engineering expert and consultant to the Commander. Provides technical advisory services to personnel within and outside the Command. Serves as subject matter expert in a variety of specialty areas including database formats for visual/sensor simulation; geographic information systems; mapping, charting, geodesy, and imagery (MCG&I) source data; human sensory simulation; SNE interchange issues and impacts of SNE databases on simulation system interoperability. Maintains high-level contact with key military and private industry officials for the purposes of continuous improvement to STRICOM's SNE capability. Represents STRICOM at SNE-related meetings and conferences with representatives of DA and DOD organizations, academia and private industry.

20%

Supports STRICOM Project Managers during concept formulation, development, production, fielding and post deployment phases of the acquisition life cycle in the area of synthetic environment. Responsible to the Project/Product Managers for technical oversight and direction for the development, representation and interoperability of Synthetic Natural Environments (SNE) for any assigned live, virtual or constructive acquisition projects. Coordinates with the STRICOM Program Managers/Project Directors and matrix organization to ensure that SNE issues have been appropriately considered in the acquisition plans for projects assigned to STRICOM. Provides the link between the technology investments in the SNE area and potential future needs of STRICOM's acquisition programs; responsible for facilitating technology transition from the technology programs into appropriate acquisition business areas. Leads the RDEC's Synthetic Environment Functional band and with its members, develops guidance, policies and procedures associated with the performance specifications, reusability, standards and interoperability of synthetic environment products.

20%

Performs other duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION

- A. Expertise in all areas associated with the development and representation of Synthetic Environments within modeling and simulation and training systems. These include geographic information systems; Mapping, Charting, Geodesy, and Imagery (MCG&I) source data; terrain database modeling systems; terrain data base formats; Synthetic Environment Data Representation & Interchange Specification (SEDRIS); atmospheric/ocean model representations; environmental/weather effects models; and image generation and display systems. This expertise is necessary to effectively direct STRICOM's technology investment in the Simulation Environment area, and to appropriately support STRICOM's ongoing as well as future modeling and simulation system acquisitions.
- B. Broad expertise in software acquisition management, software development methodologies and software engineering processes in order to effectively support STRICOM's software intensive programs.
- C. Experience applying Department of Defense (DOD) materiel acquisition processes to support the acquisition of simulations, simulators, training and instrumentation systems. Specifically the DOD 5000 series of regulations, AMC materiel acquisition practices, TRADOC requirements generation process, and STRICOM acquisition processes.
- D. Extensive knowledge and demonstrated expertise in applying current and evolving engineering technologies required to perform market surveys, risk analysis, trade-off studies, cost estimates and reliability, availability, maintainability (RAM) analysis and to provide technical advice on the conceptual design of simulations, simulators, training and instrumentation systems required to support complex military equipment or systems.
- E. Demonstrated Leadership Capabilities of engineering teams to include functional band activities as the lead engineer in teams supporting research and development, acquisition, fielding and lifecycle management initiatives. Experience in interface control of systems integration into the field for training and mission experimentation. Demonstrated capabilities to lead a team of multi-talented engineers to a successful completion of a project. Knowledge and understanding of projects and operations involving joint operations in complex environments and coordination capabilities with industry

and multiple commands to successfully field products that meet the needs of all customers.

F. Ability to effectively communicate, both orally and in writing, to a wide range of audiences, issues relating to STRICOM's technology investment strategy in the Simulation Environment area and how it supports ongoing as well as future modeling and simulation systems. Ability to interact well with customers within and outside STRICOM, management and team members.

Classification Factors

Factor 1. Assignment Characteristics

a. Incumbent is the focal point for managing and directing an effective Simulation Environment technology program for STRICOM in support of the acquisition and fielding of modeling and simulation systems, ensuring interoperability with other systems including Command, Control, Communications, Computers and Intelligence (C4I) systems. Incumbent effectively coordinates requirements of future modeling and simulation systems in the Simulation Environment area, and through partnering with industry, academia and DoD, develops and executes a technology investment plan addressing the key challenges in this area. Incumbent provides critical input to the overall STRICOM technology development strategic plan.

b. The incumbent deals with new and emerging VST, IST and SNE technologies, and must frequently develop new and innovative approaches to solve a variety of technical problems. As a widely-recognized authority in these technology areas, incumbent must coordinate and direct efforts of industry, academia as well as DoD partners to address such issues of high complexity and difficulty as the reduction in time and cost it takes to generate large terrain databases for virtual training systems. Incumbent advises engineers, scientists, logisticians, analysts, contract specialists and private industry contractors on related state-of-the-art technologies and standards.

c. The success of the Simulation Environment program is critical to Army simulation and training systems. SNE is a key technology that is broadly applied across Army and DoD simulation and training systems. Successful accomplishment of objectives in this area would result in significant reductions in cost and turn-around time for the development of Simulation Environment products such as terrain databases. Success would also result in significantly improving the opportunities to reuse these products and associated automated tools across systems and across domains.

Factor 2. Level of Responsibility

a. Incumbent works under general supervision of the Deputy Director for Simulation Technology. Incumbent exercises broad authority for technical decisions, planning and administering assigned responsibilities and managing resources. Incumbent is delegated the authority to study and determine future technology investment plans related to STRICOM's Simulation Environment objectives; responsible for planning, budgeting and execution of projects to meet these objectives. Incumbent decides on courses of action based on expertise and technical input. Maximizes resources by developing collaborations among internal and external groups. Responsible for horizontal integration within the Simulation Environment technology area, the other technology areas, as well as the acquisition business areas to maximize investment efficiency and reduce technical risk. Recommendations made by the incumbent are accepted as authoritative. Work is reviewed in terms of overall effectiveness and attainment of objectives.

b. Incumbent is a Chief Engineer leading engineers, scientists and related support personnel mostly in grades GS-12 and GS-13. Plans work to be accomplished, sets and adjusts priorities, establishes milestones and schedules for completion of work. Assigns work, based on priorities and considering the difficulty and requirements of the assignment and the capabilities of team members. Terminates efforts where technical approaches are too immature to provide any return on investment. In cooperation with the Deputy Director for Simulation Technology, develops team member performance standards and makes formal and informal appraisal of work. Identifies developmental and training needs of team members.

c. Contacts are with high-level STRICOM and Army management, private industry contractors, academia, DoD and other professionals and experts in the Modeling and Simulation arena who can influence and guide the technology development efforts in the SNE/VST/IST areas towards accomplishing program objectives. Contacts also include representatives of domestic and foreign governments with involvement in Modeling and Simulation. The purpose of contacts is to coordinate work efforts, resolve controversial questions and issues related to projects, and to persuade others to adopt new technical approaches and expend resources. Additionally, contacts are also for purposes of partnering with industry, academia and DoD in developing and executing a technology investment plan to address key challenges in the SNE, VST and IST areas.

Special Requirements:

Incumbent must be able to obtain and maintain a top-secret clearance. Subject to drug testing.

Acquisition Corps Membership:

This is a Critical Acquisition Position. Unless specifically waived by the appropriate Army official, (i.e., the Director of Acquisition Career Management, the Army Acquisition Executive, or the Secretary of the Army) or the employee is "grandfathered" under 10 U.S.C. 1736 (c) (1), the following are statutorily mandated requirements (Reference: 10 U.S.C. 1733 and 1737):

- (1) Selectee must be a member of an Acquisition Corps at the time of appointment.
- (2) Selectee must execute, as a condition of appointment, a written agreement to remain in Federal service in the position for at least three years. In signing such agreement, the employee does not forfeit any employment rights, nor does such agreement alter any other terms or conditions of employment.

Checklist for Team Leader Positions

At a minimum, Team Leaders perform all of the first seven (7) coaching, facilitating and mentoring duties and a total of fourteen (14) of the twenty (20) duties listed below:

Leadership duties in attached PD include items checked below.

_X_1. Ensure that the organization's strategic plan, mission, vision and values are communicated to the team and integrated into the team's strategies, goals, objectives, work plans and work products and services;

_X_2. Articulate and communicate to the team the assignment, project, problem to be solved, actionable events, milestones, and/or program issues under review, and deadlines and time frames for completion;

_X_3. Coach the team in the selection and application of appropriate problem solving methods and techniques, provide advice on work methods, practices and procedures, and assist the team and/or individual members in identifying the parameters of a viable solution;

_X_4. Lead the team in: identifying, distributing and balancing workload and tasks among employees in accordance with established work flow, skill level and/or occupational specialization; making adjustments to accomplish the workload in accordance with established priorities to ensure timely accomplishment of assigned team tasks; and ensuring that each employee has an integral role in developing the final team product;

_X_5. Train or arrange for the training of team members in methods and techniques of team building and working in teams to accomplish tasks or projects, and provide or arrange for specific administrative or technical training necessary for accomplishment of individual and team tasks;

_X_6. Monitor and report on the status and progress of work, checking on work in progress and reviewing completed work to see that the supervisor's instructions on work priorities, methods, deadlines and quality have been met;

_X_7. Serve as coach, facilitator and/or negotiator in coordinating team initiatives and in consensus building activities among team members;

__8. Maintain program and administrative reference materials, project files and relevant background documents and make available policies, procedures and written instructions from the supervisor; maintain current knowledge to answer questions from team members on procedures, policies, directives, etc.;

__9. Prepare reports and maintain records of work accomplishments and administrative information, as required, and coordinate the preparation, presentation and communication of work-related information to the supervisor;

_X_10. Represent the team in dealings with the supervisor or manager for the purpose of obtaining resources (e.g., computer hardware and software, use of overtime or compensatory time), and securing needed information or decisions from the supervisor on major work problems and issues that arise;

_X_11. Report to the supervisor periodically on team and individual work accomplishments, problems, progress in mastering tasks and work processes, and individual and team training needs;

_X_12. Represent the team consensus and convey the team's findings and recommendations in meetings and dealings with other team leaders, program officials, the public and other customers on issues related to or that have an impact on the team's objectives, work products and/or tasks;

_X_13. Estimate and report to the team on progress in meeting established milestones and deadlines for completion of assignments, projects and tasks, and ensure that all team members are aware of and participate in planning for achievement of team goals and objectives;

___14. Research, learn and apply a wide range of qualitative and/or quantitative methods to identify, assess, analyze and improve team effectiveness, efficiency and work products; 15. Lead the team in assessing its strengths and weaknesses and provide leadership to the team in exploring alternatives and determining what improvements can be made (e.g., in work methods, processes and procedures);

___16. Approve emergency leave for up to three days; eight hours or less for medical appointments; and/or other types of leave as delegated by management;

_X_17. Resolve simple, informal complaints of employees and refer others, such as formal grievances and appeals, to the supervisor or an appropriate management official;

_X_18. Communicate team consensus and recommendations to the supervisor on actions affecting team and individual awards, rewards and recognition;

_X_19. Inform employees of available employee benefits, services and work related activities;

_X_20. Intercede with the supervisor on behalf of the team to inform the supervisor of performance management issues/problems and to recommend/request related actions, such as: assignments, reassignments, promotions, tour of duty changes, peer reviews and performance appraisals.