

POSITION DESCRIPTION
ENTERPRISE INFORMATION MANAGER
GS-2210-12

INTRODUCTION

This position is located on the staff of Commander, U.S. Marine Corps Forces, Special Operations Command (MARSOC) at Camp Lejeune, North Carolina. MARSOC is one of four components of U.S. Special Operations Command (USSOCOM). MARSOC is commanded by a U.S. Marine Corps Major General (O-8) and reports to the Commander, U.S. Special Operations Command (CDRUSSOCOM). He exercises command over a force of nearly 2,700 active personnel from both the U.S. Marine Corps and the U.S. Navy.

The Enterprise Information Manager reports directly to the Chief Knowledge Manager, Knowledge Management Office within the MARSOC Special Staff and is primarily responsible for the synchronization of information management policies, procedures, personnel, techniques and system development across the MARSOC enterprise in order to enable knowledge management, decision-making and organizational learning.

This position involves developing and maintaining solutions in accordance with documented standards and guidelines and managing the information environment along with any applications enablement required. Solutions focus on Information Management Program requirements across the MARSOC enterprise in alignment with MARSOC organizational processes, strategic goals and objectives. The incumbent provides the enterprise customers with innovative and flexible solutions consistent with best practices, systems development and life cycle management standards and by taking advantage of new and traditional technologies to increase the efficiency and effectiveness of MARSOC business processes.

SPECIAL REQUIREMENTS

1. Position requires a Top Secret/Special Compartmented Information (TS/SCI) security clearance. Incumbent requires favorable adjudication of a Single Scope Background Investigation (SSBI) or equivalent. Must be eligible and maintain eligibility for access to Sensitive Compartmented Information (SCI) based on DCID 6/4 (or ICD 704)
2. This position is a drug testing designated position under the DoN Drug-Free Workplace Program.
3. Incumbent is required to secure and maintain Defense Acquisition Workforce Improvement Act (DAWIA) certification in the Information Technology and Program Management career fields.
4. Incumbent is a member of the Information Assurance Workforce and is required to secure and maintain appropriate certification.