

POSITION DESCRIPTION
PROGRAM ANALYST (FUTURE USMC REQUIREMENTS LEAD ANALYST)
GS-0343-12

I. INTRODUCTION

The Future United States Marine Corps (USMC) Requirements Lead Analyst is located in the Assistant Chief of Staff, G-8 Requirements and Programs Directorate, U.S. Marine Corps Forces, Special Operations Command (MARSOC) at Camp Lejeune, North Carolina. MARSOC is one of four components of USSOCOM. The Commander, MARSOC is a U.S. Marine Corps Major General (O-8) and reports to the Commander, U.S. Special Operations Command. In this capacity, the Commander, MARSOC will exercise command over a force of nearly 3,700 active duty personnel from the U.S. Marine Corps, U. S. Navy and the U.S. Army.

The Future USMC Requirements Lead Analyst assists the G85 Future Requirements Division Head, a Lieutenant Colonel (O-5), in preparing MARSOC's submission to the USMC Program Objective Memorandum (POM). In this capacity, the Future USMC Requirements Lead Analyst is responsible for conducting a variety of studies, analyses, and evaluations relating to service common command programs related to personnel, equipment, and military construction (MILCON). This includes, but is not limited to the planning, programming, budgeting, and management of command resources for these service common programs. The incumbent performs analytical and advisory duties in the formulation, presentation, evaluation, coordination, and justification of MARSOC programs and resource requirements. Functions as a staff analyst for MARSOC's input to each phase of the Marine Corps' Expeditionary Force Development System (EFDS) which ultimately develops the USMC POM.

The incumbent assists in satisfying resource allocation process needs; to ensure current programming and budgeting decisions link to integrated long and short-range objectives designed to bring MARSOC's service common priorities to reality. Participates in the process which oversees the programming actions for assigned major MARSOC mission and mission support activities that cross multiple functional, program, and budget lines. Participates and coordinates with various USMC staff analysts, program managers, and financial analysts, as well as subordinate command/component personnel, in connection with analyzing and recommending solutions to program resource issues.

SPECIAL REQUIREMENTS

Position requires a TOP SECRET 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 once it is signed).

This position is a drug testing designated position under the DoN Drug-Free Workplace Program.

The incumbent may be required to work other than normal duty hours, which may include evenings, weekends, and/or holidays. Periodic travel is required.