

## NOAA COMMISSIONED OFFICER BILLET DESCRIPTION

### SECTION 1 - GENERAL INFORMATION

A. Billet Number	0012	B. Billet Title	Deputy Director, OMAO Safety and Environmental Compliance Division		
C. Grade Requested	O5 - CDR	D. Type of Submission	ANNUAL RECERTIFICATION		
E. Minimum amount of overlap between incumbent officer/reporting officer for continuity of duties	2 weeks				
F. Duty Type	FIXED SHORE	G. Estimated Length of Assignment	3 years		

### SECTION 2 - DUTY STATION ADDRESS AND CONTACT INFORMATION

A. Street Address	8403 Colesville Road	B. Street Address	Suite 500				
C. City	Silver Spring	D. State	Maryland	E. Country	United States	F. Zip Code	20910
G. Office	+1 (301) 713-1045	x		H. Mobile		I. Fax	+1 (301) 713-1541

### SECTION 3 - OFFICER EVALUATION REPORTING

A. Supervisor							
1. Name	Kevin L. Ivey	2. Position	Director, OMAO SECD	3. Grade	ZA V		
4. Email	kevin.ivey@noaa.gov	5. Office	+1 (301) 713-7706	x		6. Mobile	+1 (240) 429-9910
B. Reporting Officer (2nd Level Supervisor)							
1. Name	David Moroney	2. Position	Deputy Director OMAO	3. Grade	SES-All		
4. Email	David.Moroney@noaa.gov	5. Office	+1 (301) 713-7664	x		6. Mobile	
C. Reviewer (Normally the Reporting Officer's Supervisor)							
1. Name		2. Position	Director NOAA Corps and OMAO	3. Grade	O8		
4. Email		5. Office	+1 (301) 713-7600	x		6. Mobile	

### SECTION 4 - ACCOUNTING AND ORGANIZATION

Complete as many of the following fields as possible. If in doubt, leave the field blank

A. Organizational Hierarchy - Use common acronyms when possible.

1. Staff or Line Office	OMAO	2. Office, Center, or Lab	Headquarters				
3. Division	SECD	4. Branch		5. Section or Team			
B. NOAA Goal/Subgoal	Mission Support/Fleet Services	C. Program	Marine Services				
D. NOAA Org Code	AN8000	E. NFC Org Code	08-08-0006-06-03-01-000	F. Project-Task			

## SECTION 6 - DUTIES AND RESPONSIBILITIES (continued)

### 6C. Resources Managed

#### 1. Human

Does the Officer supervise personnel?  Yes  No Number of personnel supervised

Grades of supervised personnel

Will the Officer lead people, but has no supervisory responsibilities?  Yes  No Number of personnel led

Grades of personnel led

#### 2. Fiscal

Will the Officer have budget responsibility?  Dollar Amount (K)

3. Assets - Will the Officer be directly responsible for managing Government assets such as ships, aircraft, boats, etc? If so, list the asset(s) below in terms of physical description and when known, replacement value (indicate if estimated):

No

## SECTION 7 - LEADERSHIP PREREQUISITES

GRADE	LEADERSHIP MATURITY LEVEL	LEADERSHIP COMPETENCIES NEEDED FOR THIS BILLET
ENS (O1)	Leading Self	<input checked="" type="checkbox"/> Core Values & Conduct <input checked="" type="checkbox"/> Health & Well Being <input checked="" type="checkbox"/> Responsibility <input checked="" type="checkbox"/> Followership <input checked="" type="checkbox"/> Adaptability
LTJG (O2)		<input checked="" type="checkbox"/> Interpersonal Skills <input checked="" type="checkbox"/> Continuous Learning <input checked="" type="checkbox"/> Technical Proficiency <input checked="" type="checkbox"/> Listening <input checked="" type="checkbox"/> Speaking
LT (O3)	Leading Others	<input checked="" type="checkbox"/> Writing <input checked="" type="checkbox"/> Team Building <input checked="" type="checkbox"/> Leveraging Diversity <input checked="" type="checkbox"/> Influencing Others <input checked="" type="checkbox"/> Developing Others <input checked="" type="checkbox"/> Execution
LCDR (O4)		<input checked="" type="checkbox"/> Decisiveness <input checked="" type="checkbox"/> Problem Solving <input checked="" type="checkbox"/> Conflict Management <input checked="" type="checkbox"/> Customer Focus <input checked="" type="checkbox"/> Entrepreneurship
CDR (O5)	Leading Performance and Change	<input checked="" type="checkbox"/> Creativity & Innovation <input checked="" type="checkbox"/> Human Capital Management <input checked="" type="checkbox"/> Financial Management <input checked="" type="checkbox"/> Technology Management
CAPT (O6) and RADM (O7/O8)		<input checked="" type="checkbox"/> External Awareness <input checked="" type="checkbox"/> Strategic Thinking <input type="checkbox"/> Political Savvy <input checked="" type="checkbox"/> Vision <input checked="" type="checkbox"/> Partnering

Leadership Prerequisite Comments (Optional)

## SECTION 10 - LEADERSHIP DEVELOPMENT

GRADE	LEADERSHIP MATURITY LEVEL	LEADERSHIP COMPETENCIES DEVELOPED IN THIS BILLET
ENS (O1)	Leading Self	<input type="checkbox"/> Core Values & Conduct <input type="checkbox"/> Health & Well Being <input type="checkbox"/> Responsibility <input type="checkbox"/> Followership <input type="checkbox"/> Adaptability
LTJG (O2)		<input type="checkbox"/> Interpersonal Skills <input type="checkbox"/> Continuous Learning <input type="checkbox"/> Technical Proficiency <input type="checkbox"/> Listening <input type="checkbox"/> Speaking
LT (O3)	Leading Others	<input type="checkbox"/> Writing <input type="checkbox"/> Team Building <input type="checkbox"/> Leveraging Diversity <input type="checkbox"/> Influencing Others <input type="checkbox"/> Developing Others <input type="checkbox"/> Execution
LCDR (O4)		<input checked="" type="checkbox"/> Decisiveness <input checked="" type="checkbox"/> Problem Solving <input checked="" type="checkbox"/> Conflict Management <input checked="" type="checkbox"/> Customer Focus <input checked="" type="checkbox"/> Entrepreneurship
CDR (O5)	Leading Performance and Change	<input checked="" type="checkbox"/> Creativity & Innovation <input checked="" type="checkbox"/> Human Capital Management <input checked="" type="checkbox"/> Financial Management <input checked="" type="checkbox"/> Technology Management
CAPT (O6) and RADM (O7/O8)		<input checked="" type="checkbox"/> External Awareness <input checked="" type="checkbox"/> Strategic Thinking <input checked="" type="checkbox"/> Political Savvy <input checked="" type="checkbox"/> Vision <input checked="" type="checkbox"/> Partnering
Leadership Development Comments (Optional)		

## SECTION 11 - OPERATIONAL DEVELOPMENT

<b>A. Marine Development</b> <input type="checkbox"/> Officer of the Deck <input type="checkbox"/> Senior Watch Officer <input type="checkbox"/> ECDIS <input type="checkbox"/> Dynamic Positioning <input type="checkbox"/> Boat Deployment <input type="checkbox"/> MedPIC <input type="checkbox"/> Coxswain/OIC <input type="checkbox"/> HAZWOPER <input type="checkbox"/> AUV Deployment <input type="checkbox"/> U/W UAS Deployment <input type="checkbox"/> Buoy/Mooring Qualified <input type="checkbox"/> Trawl Qualified <input type="checkbox"/> Longline Qualified <input type="checkbox"/> Hydro Launch PIC <input type="checkbox"/> Foreign Port Calls
<b>B. Aviation Development</b> <input type="checkbox"/> Co-Pilot <input type="checkbox"/> Pilot <input type="checkbox"/> Aircraft Commander <input type="checkbox"/> Mission Commander <input type="checkbox"/> Instructor Pilot <input type="checkbox"/> Hurricane Qualified <input type="checkbox"/> Alaska/Wilderness Qualified <input type="checkbox"/> Flight Meteorologist <input type="checkbox"/> International Flights <input type="checkbox"/> UAS Pilot
<b>C. Dive Development</b> <input type="checkbox"/> Scientific Diver <input type="checkbox"/> Working Diver <input type="checkbox"/> Advanced Working Diver <input type="checkbox"/> Master Diver <input type="checkbox"/> Dive Master <input type="checkbox"/> Dive Medic <input type="checkbox"/> Unit Diving Supervisor
<b>D. Additional Operational Development (security clearances, special training) or Operational Development Comments (Optional)</b> Comment - increased awareness and knowledge of international and domestic safety, health, and environmental laws and regulations for both ship and aircraft domestic and international operations.

# SECTION 14 - ROUTING, REVIEW, RECOMMENDATION AND APPROVAL

## A. Developer's Statement

"I certify that I have written this billet description and certify that it is a true and correct representation of the billet."

1. Signature **Debora Barr**

Digitally signed by Debora Barr  
DN: cn=Debora Barr, o=OMAO, ou=SECD,  
email=Debora R Barr@noaa.gov, c=US  
Date: 2012.06.26 11:10:01 -0400

2. Date **2012-06-26**

3. Name **CDR Debora Barr**

4. Title/Position **Deputy Director, SECD**

## B. Supervisor's Statement

"I have reviewed this billet description and certify that it is a true and correct representation of this billet "

1. Signature **IVEY.KEVIN.L.1054385001**

Digitally signed by IVEY KEVIN L. 1054385001  
DN: c=US, o=U.S. Government, ou=DoD, ou=PKL,  
ou=OTHER, cn=IVEY KEVIN L. 1054385001  
Date: 2012.06.26 17:25:07 -0400

2. Date **2012-06-26**

3. Name **Kevin Ivey**

4. Title/Position **Director, SECD**

## C. Reviewing Officer's Statement

"I have reviewed this billet description and certify that this billet is a priority for my Line, Staff, or Headquarters Office."

1. Signature 

2. Date **3/13/13**

3. Name **RADM Michael S. Devany**

4. Title/Position **Director, NOAA Corps and OMAO**

## D. Commissioned Personnel Center Endorsement

"I am the OMAO/CPC Officer Career Management Division representative. I recommend **approval** of this billet."

1. Signature 

2. Date **3/1/2013**

3. Name **CDR Todd Bridgeman, NOAA**

4. Title/Position **Chief, OCMD**

## E. Director, NOAA Corps Endorsement

"I am the **Director, NOAA Corps** and I approve **approval** this billet."

1. Signature 

2. Date **3/13/13**

3. Name **RADM Michael S. Devany, NOAA**

4. Title/Position **Director, NOAA Corps**

Print Form

Submit to CPC (Reviewer Use Only)