

## NOAA COMMISSIONED OFFICER BILLET DESCRIPTION

### SECTION 1 - GENERAL INFORMATION CD Billet Number: 9249

A. Billet Number  B. Billet Title

C. Grade Requested  D. Type of Submission

E. Minimum amount of overlap between incumbent officer/reporting officer for continuity of duties

F. Duty Type  G. Estimated Length of Assignment

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

A. Street Address  B. Street Address

C. City  D. State  E. Country  F. Zip Code

G. Office  x  H. Mobile  I. Fax

### SECTION 3 - OFFICER EVALUATION REPORTING

A. Supervisor

1. Name  2. Position  3. Grade

4. Email  5. Office  x  6. Mobile

B. Reporting Officer (2nd Level Supervisor)

1. Name  2. Position

3. Grade

4. Email  5. Office  x  6. Mobile

C. Reviewer (Normally the Reporting Officer's Supervisor)

1. Name  2. Position  3. Grade

4. Email  5. Office  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  2. Office, Center, or Lab

3. Division  4. Branch  5. Section or Team

B. NOAA Goal/Subgoal  C. Program

D. NOAA Org Code  E. NFC Org Code  F. Project-Task

## SECTION 5 - PROGRAM, PROJECT OR ACTIVITY OVERVIEW

The OCS mission helps the nation meet the challenges of a changing environment. Applying the newest technological advancements for survey and detection, OCS data adds to our scientific knowledge of the coastal seafloor. Coast Survey is responsible for acquiring hydrographic data in support of NOAA's nautical charting program. Coast Survey establishes standards, creates project instructions, and evaluates the adequacy of survey data collected by field units. Survey information is then applied to nautical charts by Coast Survey cartographers. Coast Survey maintains a workforce composed of approximately 225 full time f Integrated Ocean and Coastal Mapping (IOCM) is the process of planning, acquiring, managing, integrating and disseminating ocean and coastal geospatial data in such a manner that permits these data and their derivative products to be to be easily accessed and used by and for the greatest range of users and purposes. IOCM is an important National, Federal and NOAA objective and encompasses all current and prospective NOAA mapping interests (watershed, inter-tidal, shoreline, water-column, seafloor).

Given that no one program has the resources to achieve even a small percentage of its mapping needs, NOAA's IOCM goals are to strengthen partnerships for increased efficiency, consistency, and cost-effectiveness and to eliminate duplication in its ocean and coastal mapping activities. Coordinating Federal mapping efforts, leveraging resources, and facilitating the dissemination of mapping products aids NOAA in meeting its mission requirements—thereby supporting commerce with information that is critical for safe maritime transportation and for understanding and wisely managing NOAA-trust resources.

## SECTION 6 - DUTIES AND RESPONSIBILITIES

### 6A. Description of Duties and Responsibilities

The NOAA IOCM Coordination Staff is located in Silver Spring, MD, on the Office of Coast Survey (OCS) Headquarter's staff . Although this billet resides in OCS, it's responsibilities address cross-line office and cross goal-team objectives. The officer will represent all NOAA ocean and coastal mapping interests and provide guidance and leadership on all intra-agency and interagency IOCM activities. The officer will be supervised by the NOAA IOCM Coordinator and report directly to him/her.

The officer will support NOAA's IOCM initiatives by serving on the NOAA IOCM Coordination Team as well as providing advice and support to the Interagency Working Group on Ocean and Coastal Mapping, and other interagency groups working to improve the coordination and collaboration between Federal mapping activities and between NOAA and other Federal, State, regional and governmental mapping interests. The officer will be one of the primary NOAA representatives to the interagency teams/ working groups tasked with implementing the provisions of the Ocean and Coastal Mapping Integration Act (OCMIA) of 2009.

The officer will:

1. coordinate NOAA and interagency IOCM meetings, workshops and other activities in support of NOAA and Federal ocean and coastal mapping objectives;
2. assist with the development of NOAA IOCM strategic plans, and with the drafting and compilation of NOAA and interagency reports, issue papers and Reports to Congress;
3. identify prospective Federal, State, regional and NGO mapping partners and partnership opportunities;
4. assist with the development of these partnerships;
5. coordinate with the NOAA IOCM Data Processing Center the development of data standards and specifications;
5. identify and coordinate the delivery of data sets to and for use by the NOAA IOCM Data Processing Center;
6. identify non-traditional customers who might benefit from NOAA's diverse mapping expertise;
7. recommend, develop, and review strategies for promoting NOAA's mapping programs and NOAA IOCM; and
8. assist with the development of NOAA IOCM budget alternatives within the PPBES process.

### 6B. Division of Duties and Responsibilities, Total Must = 100%

Technical  + Operational  + Leading and Managing  + Executive Leadership  = 100%

## 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 type="checkbox"/> Leveraging Diversity <input checked="" type="checkbox"/> Influencing Others <input type="checkbox"/> Developing Others <input checked="" type="checkbox"/> Execution
LCDR (O4)		<input type="checkbox"/> Decisiveness <input type="checkbox"/> Problem Solving <input type="checkbox"/> Conflict Management <input type="checkbox"/> Customer Focus <input type="checkbox"/> Entrepreneurship
CDR (O5)	Leading Performance and Change	<input type="checkbox"/> Creativity & Innovation <input type="checkbox"/> Human Capital Management <input type="checkbox"/> Financial Management <input type="checkbox"/> Technology Management
CAPT (O6) and RADM (O7/O8)		<input type="checkbox"/> External Awareness <input type="checkbox"/> Strategic Thinking <input type="checkbox"/> Political Savvy <input type="checkbox"/> Vision <input type="checkbox"/> Partnering

#### Leadership Prerequisite Comments (Optional)

The incumbent will be expected to interact with and, on occasion, lead individuals in group settings who may be more senior than the incumbent. Experience with interacting with more senior government officials is a benefit.

## SECTION 8 - OPERATIONAL PREREQUISITES

### A. Marine Prerequisites

- Officer of the Deck    Senior Watch Officer    ECDIS    Dynamic Positioning    Boat Deployment    MedPIC  
 Coxswain/OIC    HAZWOPER    AUV Deployment    U/W UAS Deployment    Buoy/Mooring Qualified  
 Trawl Qualified    Longline Qualified    Hydro Launch PIC    Foreign Port Calls

### B. Aviation Prerequisites

- Co-Pilot    Pilot    Aircraft Commander    Mission Commander    Instructor Pilot    Hurricane Qualified  
 Alaska/Wilderness Qualified    Flight Meteorologist    International Flights    UAS Pilot

### C. Dive Prerequisites

- Scientific Diver    Working Diver    Advanced Working Diver    Master Diver    Dive Master    Dive Medic  
 Unit Diving Supervisor

### D. Additional Operational Prerequisites (security clearances, special training) and Operational Prerequisite Comments (Optional)

The following operational aspects are preferred:

- Experience in hydrographic, photogrammetric or fisheries surveying field operations.
- Experience in data acquisition (hydrographic, photogrammetric or fisheries), processing, polices, concepts and specifications.
- Knowledge of NOAA's navigation and non-navigation mapping programs and requirements.

!!!! KREPP NOTE: Prospective officer to fill this billet does NOT need to be both OOD & Pilot qual'd; rather that if the officer is coming from the marine side, prefer they be OOD qual'd and if coming from the aviation side, prefer that they be Pilot qual'd !!!!

## SECTION 9 - PROGRAM, PROJECT, OR ACTIVITY PREREQUISITES

List specific qualifications, knowledge, skills or abilities required prior to reporting to this billet. For example: budget (MARS, CBS); personnel; contracting (COTR, Warrants); Scientific (IHO Category A, scientific papers/publications, GIS); engineering (marine survey, ABYC, ABS, FAA); regulatory (US Code, CFR); information technology (databases, networks, programming).

Scientific - Experience with drafting issue papers, scientific articles, procedural documents, etc.

Regulatory - Familiarity with Federal laws, policies, and organizations which govern:

1. the management of geospatial data on a national basis such as National Spatial Data Infrastructure (NSDI) and the Federal Geographic Data Committee (FGDC);
2. ocean and coastal mapping activities (OCMIA 2009, NOAA OCM Contracting Policy, Hydrographic Services Improvement Act, Magnuson-Stevens Fishery Conservation and Management Act, Coast and Geodetic Survey Act, etc.);
3. relevant ocean and coastal resource management activities which require mapping support such as Essential Fish Habitat mapping, Coastal and Marine Spatial Planning, Coastal Change Analysis, etc.)

Information Technology - Familiarity with data management best practices and procedures, specifically geophysical databases and warehouses used at NOAA's national data centers (e.g., NGDC, NODC, etc.), metadata best practices, etc.

## SECTION 10 - LEADERSHIP DEVELOPMENT

GRADE	LEADERSHIP MATURITY LEVEL	LEADERSHIP COMPETENCIES DEVELOPED IN 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 type="checkbox"/> Leveraging Diversity <input checked="" type="checkbox"/> Influencing Others <input type="checkbox"/> Developing Others <input checked="" type="checkbox"/> Execution
LCDR (O4)		<input type="checkbox"/> Decisiveness <input type="checkbox"/> Problem Solving <input type="checkbox"/> Conflict Management <input type="checkbox"/> Customer Focus <input type="checkbox"/> Entrepreneurship
CDR (O5)	Leading Performance and Change	<input type="checkbox"/> Creativity & Innovation <input type="checkbox"/> Human Capital Management <input type="checkbox"/> Financial Management <input type="checkbox"/> Technology Management
CAPT (O6) and RADM (O7/O8)		<input type="checkbox"/> External Awareness <input type="checkbox"/> Strategic Thinking <input type="checkbox"/> Political Savvy <input type="checkbox"/> Vision <input type="checkbox"/> Partnering
Leadership Development Comments (Optional)		
		

## SECTION 11 - OPERATIONAL DEVELOPMENT

**A. Marine Development**

Officer of the Deck     Senior Watch Officer     ECDIS     Dynamic Positioning     Boat Deployment     MedPIC

Coxswain/OIC     HAZWOPER     AUV Deployment     U/W UAS Deployment     Buoy/Mooring Qualified

Trawl Qualified     Longline Qualified     Hydro Launch PIC     Foreign Port Calls

**B. Aviation Development**

Co-Pilot     Pilot     Aircraft Commander     Mission Commander     Instructor Pilot     Hurricane Qualified

Alaska/Wilderness Qualified     Flight Meteorologist     International Flights     UAS Pilot

**C. Dive Development**

Scientific Diver     Working Diver     Advanced Working Diver     Master Diver     Dive Master     Dive Medic

Unit Diving Supervisor

Additional Operational Development (security clearances, special training) or Operational Development Comments (Optional)



## SECTION 12 - PROGRAM, PROJECT, OR ACTIVITY DEVELOPMENT

List specific qualifications, knowledge, skills or abilities to be developed in this billet. For example: budget (MARS, CBS); personnel; contracting (COTR, Warrants); Scientific (IHO Category A, scientific papers/publications, GIS); engineering (marine survey, ABYC, ABS, FAA); regulatory (US Code, CFR); information technology (databases, networks, programming).

f - Interpersonal, strategic planning, workload management, writing, task coordination, and partnership development skills will be enhanced as a result of this assignment.

Regulatory - Knowledge of NOAA and other Federal agency ocean and coastal mapping mandates and responsibilities will be broadened.

Information Technology - Knowledge of NOAA and other Federal agency data acquisition standards and specifications, data management protocols, and data acquisition and processing technologies will be improved.

## SECTION 13 - CRITICAL SUCCESS CRITERIA

Provide brief measurable performance goals which would represent successful performance in this billet.

The ultimate measure of success for NOAA and Federal IOCM is a fully integrated National (Federal, state, local, academic and NGO) ocean and coastal mapping community that coordinates data acquisition activities, leverages resources, eliminates duplication of mapping efforts, develops and uses common specifications, shares expertise and technologies, and ensures easy public access to geospatial data and products via a central distribution mechanism.

The following success metrics will be used for this billet:

1. Number of mapping partnerships investigated and developed.
2. Resources saved as a result of these partnerships.
3. Number of new customers using NOAA ocean and coastal geospatial data.
4. Reduction in duplicative mapping activities.
5. Improved visibility of NOAA mapping programs.

**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 CDR Todd A. Haupt Digitally signed by CDR Todd A. Haupt  
DN: cn=CDR Todd A. Haupt, o=NOAA, ou=IOCM, email=todd.a.haupt@noaa.gov, c=US  
Date: 2010.04.27 10:48:40 -0400

2. Date

3. Name

4. Title/Position

**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 Roger L. Parsons Digitally signed by Roger L. Parsons  
DN: cn=Roger L. Parsons, o=Office of Coast Survey,  
ou=NOS/OCST/OCM, email=roger.l.parsons@noaa.gov, c=US  
Date: 2010.04.27 10:19:00 -0400

2. Date

3. Name

4. Title/Position

**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."

Signature Captain Michele Finn Digitally signed by Captain Michele Finn  
DN: cn=Captain Michele Finn, o=Disaster Response Center,  
ou=NOS/ORR, email=michele.a.finn@noaa.gov, c=US  
Date: 2010.07.06 16:52:44 -0400

2. Date

3. Name

4. Title/Position

**D. Commissioned Personnel Center Endorsement**

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

1. Signature Nathan H. Hancock Digitally signed by Nathan H. Hancock  
DN: cn=Nathan H. Hancock, o=CPC, ou=Assignments  
Branch, email=nathan.hancock@noaa.gov, c=US  
Date: 2010.09.08 08:47:18 -0400

2. Date

3. Name

4. Title/Position

**D. Director, NOAA Corps Endorsement**

"I am the  and I approve  this billet."

1. Signature 

2. Date

Name

4. Title/Position