# POSITION DESCRIPTION

# Assistant Secretary for Homeland Defense and Global Security, Department OF DEFENSE

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| **OVERVIEW** | |
| Senate Committee | Armed Services[[1]](#endnote-1) |
| Agency Mission | The mission of the Department of Defense is to provide the military forces needed to deter war and to protect the security of our country.[[2]](#endnote-2) |
| Position Overview | The assistant secretary of defense for homeland defense and global security advises the secretary of defense and undersecretary of defense for policy on policy, strategy and implementation guidance across a diverse portfolio of national and global security issues.[[3]](#endnote-3) |
| Compensation | Level IV $155,500 (5 U.S.C. § 5315)[[4]](#endnote-4)  Since this is not a confirmed position, the salary is based on the Senior Executive Service pay scale and may be greater. |
| Position Reports to | Undersecretary of Defense for Policy[[5]](#endnote-5) |
| **RESPONSIBILITIES** | |
| Management Scope | The assistant secretary of defense for homeland defense and global security has five direct reports that include a:   * Deputy assistant secretary of defense for defense continuity and mission assurance * Deputy assistant secretary of defense for homeland defense integration and defense support of civil authorities * Deputy assistant secretary of defense for cyber policy * Deputy assistant secretary of defense for space policy * Deputy assistant secretary of defense for countering weapons of mass destruction   Each deputy assistant secretary oversees a principal director.[[6]](#endnote-6)  The assistant secretary also serves as the principal cyber advisor, a direct report to the secretary of defense on cyber issues. |
| Primary Responsibilities | * Responsible for the overall supervision of the homeland defense activities of the Department of Defense (10 U.S. Code § 138) * Advises the secretary of defense and undersecretary of defense for policy on policy, strategy and implementation guidance across a diverse portfolio of national and global security issues, such as:   + Countering weapons of mass destruction   + Cyber operations   + Homeland defense activities   + Antiterrorism/force protection   + Continuity of government and mission assurance   + Defense support to civil authorities   + Space-related matters * Develops policy guidance; provides astute policy advice; supervises the Homeland Defense activities of the Department of Defense; and oversees planning, capability development and operational implementation to assure warfighting and national security advantages |
| Strategic Goals and Priorities | [Depends on the policy priorities of the administration] |
| **REQUIREMENTS AND COMPETENCIES** | |
| Requirements | * Extensive management experience and ability to form relationships inside and outside of the Department of Defense * Expertise or experience in one or more of the areas the position advises (preferred) * Prior National Security Council or Department of Defense experience (preferred) |
| Competencies | Strong communication, interpersonal and leadership skills  Ability to handle highly sensitive and classified material  Energy for frequent amount of travel and for sustaining long working hours, especially during a homeland defense or cyber crisis  Ability to negotiate and work across a matrixed agency |
| **PAST APPOINTEES** | |
| Thomas Atkin (2015 to 2017) (acting): Principal Deputy Assistant Secretary of Defense for Homeland Defense and Global Security, Department of Defense; Director, Raytheon U.S. Business Development for Homeland Security; Managing Principal, The Atkin Group; Rear Admiral (Upper Half), Coast Guard[[7]](#endnote-7) | |
| Eric Rosenbach (2014 to 2015): Deputy Assistant Secretary of Defense for Cyber Policy, Department of Defense;[[8]](#endnote-8) Principal and Global Cybersecurity Practice Lead, Good Harbor Consulting; Executive Director of the Belfer Center for International Affairs, John F. Kennedy School of Government at Harvard University[[9]](#endnote-9) | |
| Paul N. Stockton (2009 to 2013): Senior Research Scholar, Stanford University's Center for International Security and Cooperation; Director, Center for Homeland Defense and Security; Associate Provost for Institutional Development, School of International Graduate Studies[[10]](#endnote-10) | |

1. <https://www.congress.gov/nomination/113th-congress/1290?q=%7B%22search%22%3A%5B%22Eric+Rosenbach%22%5D%7D&r=1> [↑](#endnote-ref-1)
2. Partnership for Public Service Position Description [↑](#endnote-ref-2)
3. <http://www.defense.gov/About-DoD/Biographies/Biography-View/Article/616263/thomas-atkin> [↑](#endnote-ref-3)
4. The Consolidated Appropriations Act, 2017 (Public Law 115-31, May 5, 2017), contains a provision that continues the freeze on the payable pay rates for certain senior political officials at 2013 levels during calendar year 2017. [↑](#endnote-ref-4)
5. <http://policy.defense.gov/Portals/11/Documents/Policy_Leadership_Slate.pdf?ver=2015-07-13-083408-297> [↑](#endnote-ref-5)
6. <http://policy.defense.gov/Portals/11/Documents/Policy_Leadership_Slate.pdf?ver=2015-07-13-083408-297> [↑](#endnote-ref-6)
7. <http://www.defense.gov/About-DoD/Biographies/Biography-View/Article/616263/thomas-atkin> [↑](#endnote-ref-7)
8. <http://www.defense.gov/About-DoD/Biographies/Biography-View/Article/602758> [↑](#endnote-ref-8)
9. <http://belfercenter.ksg.harvard.edu/publication/23783/president_obama_to_nominate_eric_rosenbach_for_key_administration_post.html> [↑](#endnote-ref-9)
10. <http://www.rand.org/content/dam/rand/www/external/nsrd/DoD-CBRNE-Panel/panel/meetings/20100317/F-7-Bio-Stockton.pdf> [↑](#endnote-ref-10)