POSITION DESCRIPTION

**undersecretary for intelligence, Department of defense**

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| **OVERVIEW** |
| Senate Committee | Armed Services |
| 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. |
| Position Overview | The creation of the Office of the Director of Defense Intelligence (ODNI) is in recognition of the importance of coordinated intelligence efforts to the national security of the United States. The defense intelligence components provide a full range of intelligence products and analysis to a broad spectrum of consumers, from military forces in the field to senior policy makers across the federal government. These efforts are intertwined with the national intelligence efforts overseen by the Director of National Intelligence (DNI). The Undersecretary of Defense for Intelligence (USD(I)) is the principal staff assistant and intelligence adviser to the Secretary of Defense. The USD(I) exercises authority, direction, and control on behalf of the Secretary of Defense over all intelligence organizations within DOD, including the National Security Agency, the Defense Intelligence Agency, the National Geospatial Intelligence Agency, the National Reconnaissance Office, the Defense Security Service, and the intelligence components of the combatant commands and military services. The USD(I) is dual-hatted, serving as the Director of Defense Intelligence under the ODNI[[1]](#endnote-1) |
| Compensation | Level III $165,300 (5 U.S.C. § 5314)[[2]](#endnote-2) |
| Position Reports to | Secretary of DefenseDirector of National Intelligence (in capacity as director of defense intelligence) |
| **RESPONSIBILITIES** |
| Management Scope | The DOD budget was approximately $576 billion for fiscal 2016. The DOD has more than 2.1 million active and reserve service members and 742,000 civilian personnel. The USD(I) oversees the $17 billion military intelligence program, the Department of Defense portion of the $54 billion national intelligence program, the intelligence interests within the battlespace awareness portfolio and over 110,000 personnel.Reporting to the USD(I) are:* Director for Defense Intelligence for Technical Collection and Special Programs
* Director of Defense Intelligence Strategy, Programs and Resources
* Director of Defense Intelligence for Intelligence and Security
* Director for Defense Intelligence for Warfighter Support

In this position, the USD(I) also coordinates with the DOD Human Capital Management Office, Congressional Activities Staff, the Chief of Staff, Public Affairs, General Counsel, Intelligence Community (IC) and Five Eyes representatives, and the Office of the Secretary of Defense Undersecretaries for Acquisition, Policy, Finance and Readiness. |
| Primary Responsibilities | * Serves as the principal advisor to the secretary of defense for intelligence, counterintelligence and security.
* Exercises authority, direction and control on behalf of the secretary of defense over the National Security Agency, the Defense Intelligence Agency, the National Geospatial lntelligence Agency, the National Reconnaissance Office and the Defense Security Service and exercises planning, policy and strategic oversight over all DOD intelligence, counterintelligence and security organizations within the Department of Defense.
* Serves as director of defense intelligence and principal advisor to the Director of National Intelligence on defense intelligence matters.
* Across the defense intelligence Components, oversees the $188 military intelligence program, the defense portion of the $548 national intelligence program, the intelligence interests within the battlespace awareness portfolio and over 110,000 personnel.
* Serves as the principal interface with the Central Intelligence Agency and other elements of the intelligence community and represents the Department of Defense on intelligence, counterintelligence and security and sensitive activities at the National Security Council.
* Serves as the primary representative of the secretary of defense to the ODNI and other members of the IC.
* Exercises policy oversight of personnel in defense intelligence positions to ensure that Defense intelligence, counterintelligence and security components are manned, trained, equipped and structured to support the missions of DOD and fully satisfy the needs of the combatant commands, the military departments and the ODNI, as appropriate.
* Oversees all defense intelligence budgetary matters to ensure compliance with the budgetary policies issued by the DNI for the national intelligence programs.
* Supports the assistant secretary of defense for legislative affairs and undersecretary of defense comptroller in presenting, justifying and defending intelligence programs and budgets before Congress as well as evaluating and assessing congressional activity for impact on assigned areas of responsibility.
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| Strategic Goals and Priorities | [Depends on policy priorities of the administration] |
| **REQUIREMENTS AND COMPETENCIES** |
| Requirements | * Appointed from civilian life (10 U.S.C. § 137)
* Extensive experience in the IC and DOD organizations
* Strong substantive expertise in military affairs and strategy development
* Excellent leadership, engagement and managerial experience
* Subject matter expertise (IC and DOD domain, budget, special authorities, law, acquisition) to advise the secretary of defense and other major DOD and IC stakeholders regarding organizational, process, resource management decisions, and changes
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| Competencies | * Strong interpersonal and communication skills in order to manage competing missions, organizational cultures and leadership opinions regarding policy, acquisition, funding, human resources and outreach
* Ability to integrate diverse IC and DOD missions and organizations
* Ability to work under high pressure and manage teams responding to deadlines and deliverables
* Ability to handle sensitive matters
* Superior analytic, writing and briefing skills
* Ability to collaborate with foreign partners for common goals, and international and national interests
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| **PAST APPOINTEES** |
| Marcel Lettre (2015 to 2017) – Undersecretary of Defense for Intelligence; Principal Deputy Undersecretary of Defense for Intelligence; Special Assistant to the Secretary of Defense; Principal Deputy Assistant Secretary of Defense for Legislative Affairs |
| Michael Vickers (2011 to 2015) – Assistant Secretary of Defense for Special Operations/Low-Intensity & Interdependent Capabilities; Acting Undersecretary of Defense for Intelligence; Special Forces Officer; Operations Officer, Central Intelligence Agency  |
| James R. Clapper (2008 to 2011) – Adviser to the Secretary of Defense; Director, National Imagery and Mapping Agency; Member, Downing Assessment Task Force; Lieutenant General, U.S. Air Force; Director of Intelligence for warfighting commands U.S. Forces Korea, Pacific Command, and Strategic Air Command |

1. ODNI News Release No. 16-07, May 24, 2007

DoD Directive Number 5143.01, March 8, 2003

Title 10, US Code

Title 50, US Code

PL 108-458, “Intelligence Reform and Terrorism Prevention Act of 2004,”118 Stat. 3638, December 17, 2004.

Exec. Order 12333, “US Intelligence Activities,” December 4, 1981 amended [↑](#endnote-ref-1)
2. 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-2)