# POSITION DESCRIPTION

# Director General for the United States and Foreign Commercial Service and Assistant Secretary for Global Markets, Department of commerce

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| **OVERVIEW** | |
| Senate Committee | Banking, Housing and Urban Affairs jointly with Commerce, Science and Transportation |
| Agency Mission | The mission of the department is to create the conditions for economic growth and opportunity. |
| Position Overview | The assistant secretary of commerce for global markets and director general of the U.S. and Foreign Commercial Service serves as the CEO for the U.S. Commercial and Foreign Commercial Service and oversees the management of staff across the U.S. and in over 70 countries around the world. The individual provides leadership and direction to implement the secretary’s priorities and execute the organization’s mission. The assistant secretary advances the U.S.’s commercial and foreign policy strategies by engaging other governments on trade promotion and policy issues. He or she also advocates for U.S. business interests abroad, through both formal advocacy and client assistance, to ensure a level playing field for U.S. firms with respect to trade. He or she will also lead trade missions/events and high-level trade promotion activities, and is occasionally called upon to interact with Congress on policy, budget and programming. |
| Compensation | Level IV $155,500 (5 U.S.C. § 5315)[[1]](#endnote-1) |
| Position Reports to | Undersecretary of Commerce for International Trade[[2]](#endnote-2) |
| **RESPONSIBILITIES** | |
| Management Scope | The U.S. and Foreign Commercial Service had a budget of $328 million in fiscal 2016 and consisted of 1,086 employees.[[3]](#endnote-3) |
| Primary Responsibilities | * Directs the activities of the Global Markets unit (GM), the largest by size and budget within the International Trade Administration (ITA) * Works closely with fellow assistant secretaries for industry and analysis, and enforcement and compliance * Provides strategic direction for the establishment and execution of programs to promote U.S. exports * Directs the development and implementation of integrated export promotion and commercial diplomacy strategies to expand market access and increase U.S. exports * Provides strategic management oversight for a network of trade professionals in the U.S. and worldwide responsible for U.S. firms' entry into foreign markets and expansion of exports * Promotes investment in the United States * Leads ITA and regional trade policy development and negotiations for matters within the scope of GM regional responsibilities * Directs programs and coordinates SelectUSA, a federal program to promote and facilitate business investment in the U.S. * Provides strategic direction for the development and implementation of programs to identify and address market- and/or regional-specific trade barriers * Provides strategic direction for the management of government-to-government and government activities to foster business-to-business bilateral and regional commercial engagement * Directs programs to assist U.S. firms to compete successfully for foreign procurements and coordinates U.S. government advocacy resources and authority * Serves as chief liaison with American Foreign Service Association (AFSA), the union to which members of the Foreign Commercial Service belong |
| Strategic Goals and Priorities | [Depends on the policy priorities of the administration] |
| **REQUIREMENTS AND COMPETENCIES** | |
| Requirements | * Accomplished executive with C-suite experience and a strong record of leading a large and diverse private- or public-sector organization |
| Competencies | * Strong business acumen and the ability to shape and direct execution of U.S. policy, particularly regarding trade and investment * Track record of being an effective communicator and manager in a large and diverse organization, including the ability to achieve results with diverse stakeholders ranging from members of the diplomatic corps to Congress to union officials |
| **PAST APPOINTEES** | |
| Arun Kumar (2014 to 2016): Partner, KPMG, LLP; Founding CEO and CFO, three Silicon Valley tech companies[[4]](#endnote-4) | |
| Suresh Kumar (2009 to 2014): President and Managing Partner, KaiZen Innovation; Special Advisor to the Clinton Foundation; Johnson and Johnson’s Worldwide Consumer Pharmaceuticals[[5]](#endnote-5) | |
| Israel Hernandez (2005 to 2008): Senior Advisor to the Secretary of Commerce and to the Acting Undersecretary for International Trade; Deputy Assistant to President George W. Bush; Deputy to Senior Advisor Karl Rove[[6]](#endnote-6) | |

1. 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-1)
2. https://www.commerce.gov/sites/commerce.gov/files/media/files/2015/docorgchartfinal.pdf [↑](#endnote-ref-2)
3. https://lo.bvdep.com/OrgDocument.asp?OrgId=-1&LDIBookId=19&LDIOrgId=152324&LDISecId=180&FromRecent=1&Save=0#O152324 [↑](#endnote-ref-3)
4. https://www.commerce.gov/directory/arunmkumar [↑](#endnote-ref-4)
5. http://2010-2014.commerce.gov/news/press-releases/2010/02/12/suresh-kumar-confirmed-assistant-commerce-secretary-and-director-gene.html [↑](#endnote-ref-5)
6. https://georgewbush-whitehouse.archives.gov/government/hernandez-bio.html [↑](#endnote-ref-6)