# POSITION DESCRIPTION

# army Assistant Secretary for Civil Works, Department of Defense

|  |
| --- |
| **OVERVIEW** |
| Senate Committee | Armed Services followed by Environment and Public Works[[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. |
| Position Overview | The assistant secretary of the Army for civil works establishes policy direction and provides supervision of the Department of the Army functions relating to all aspects of the Civil Works Program of the Army Corps of Engineers.[[2]](#endnote-2) |
| Compensation | Level IV $155,500 (5 U.S.C. § 5315)[[3]](#endnote-3) |
| Position Reports to | Secretary of the Army |
| **RESPONSIBILITIES** |
| Management Scope | In fiscal 2015, the Army had a budget of $151 billion. In fiscal 2016, it had 230,765 nonseasonal, full-time permanent employees.[[4]](#endnote-4) |
| Primary Responsibilities | * Performs the duties and exercises the powers prescribed by the secretary of the Army (10 U.S.C. § 3016)
* Sets the strategic direction for, and oversees functions relating to the Army’s Civil Works Program, including all reimbursable work performed on behalf of federal and nonfederal entities and foreign governments
* Supervises the execution of the Civil Works Program by the chief of engineers
* Directs and supervises the conservation and development of national water resources, including flood and coastal storm risk management, river and harbor navigation, environmental restoration and protection, water supply, hydroelectric power, shore protection, recreation and related purposes
* Develops, communicates and directs the execution of the policy, legislative and financial programs, and the annual budget, for the Army Civil Works Program
* Develops and supervises the planning program and supporting recommendations of the secretary through the executive branch to Congress for civil works projects
* Develops policy and guidance for administering the Civil Works Regulatory Program to protect, restore and maintain the waters of the United States in the interest of the environment and navigation
* Serves as congressional liaison on all matters associated with the Civil Works Program, including serving as the Department of the Army’s point of contact for House and Senate Authorization and Appropriations Committees charged with overseeing the Civil Works Program
* Advises the secretary on the assignment or transfer of all officers at the grade of lieutenant colonel and above to and from duties involving the civil works functions of the Corps of Engineers[[5]](#endnote-5)
 |
| Strategic Goals and Priorities | [Depends on the policy priorities of the administration] |
| **REQUIREMENTS AND COMPETENCIES** |
| Requirements | * Appointed from civilian life (10 U.S. Code § 3016)
* Extensive leadership and management experience
* Experience in Department of Defense, Armed Services Committee and/or other relevant entities
* Background or experience in federal budgeting, acquisition and workforce management
 |
| Competencies | * Strong communication and interpersonal skills
* Ability to handle sensitive matters
* Ability to integrate diverse missions and organizations
* Ability to work under high pressure
 |
| **PAST APPOINTEES** |
| Jo-Ellen Darcy (2009 to 2017): Senior Environmental Advisor to the Senate Finance Committee; Senior Policy Advisor to the Senate Environment and Public Works (EPW) Committee; Deputy Staff Director for the EPW Committee[[6]](#endnote-6) |
| John Paul Woodley Jr. (2003 to 2009) - Principal Deputy Assistant Secretary of the Army (Civil Works); Assistant Secretary of the Army (Civil Works); Assistant Deputy Undersecretary of Defense (Environment); Secretary of Natural Resources in the Cabinet of Virginia Governor Jim Gilmore[[7]](#endnote-7) |
| Michael Parker (2001 to 2002) – Member of the House of Representatives |

1. Congress.gov [↑](#endnote-ref-1)
2. <https://www.army.mil/asacw#org-about> [↑](#endnote-ref-2)
3. 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-3)
4. Partnership for Public Service analysis of Fedscope data [↑](#endnote-ref-4)
5. OPM [↑](#endnote-ref-5)
6. <http://asacw.hqda.pentagon.mil/Darcy.aspx> [↑](#endnote-ref-6)
7. <http://asacw.hqda.pentagon.mil/Woodley.aspx> [↑](#endnote-ref-7)