# POSITION DESCRIPTION

# Assistant Secretary for asian and pacific security affairs, Department of defense

|  |
| --- |
| **OVERVIEW** |
| Senate Committee | Armed Services[[1]](#endnote-1) |
| Agency Mission | The mission of the Department of Defense (DOD) is to provide the military forces needed to deter war and protect the security of our country.[[2]](#endnote-2) |
| Position Overview | The assistant secretary of defense for Asian and Pacific security affairs is the principal advisor to both the undersecretary of defense for policy and the secretary of defense on international security strategy and policy, on issues of DOD interest that relate to the nations and international organizations of the Asia-Pacific and its governments and defense establishments. He or she also has oversight of security cooperation programs in the region, including foreign military sales.[[3]](#endnote-3) |
| Compensation | Level IV $155,500 (5 U.S.C. § 5315)[[4]](#endnote-4) |
| Position Reports to | Undersecretary of Defense for Policy and the Secretary of Defense[[5]](#endnote-5) |
| **RESPONSIBILITIES** |
| Management Scope | The assistant secretary of defense for Asian and Pacific security affairs oversees the deputy assistant secretary of defense for East Asia, the deputy assistant secretary of defense for South and Southeast Asia, and the deputy assistant secretary of defense for Afghanistan, Pakistan and Central Asia.[[6]](#endnote-6) |
| Primary Responsibilities | * Responsible for defense and security policy in the Asia and Pacific region[[7]](#endnote-7)
* Serves as the principal advisor to the undersecretary of defense for policy, and the secretary of defense on international security strategy and policy, on issues of DOD interest that relate to the nations and international organizations of the Asia-Pacific[[8]](#endnote-8)
* Coordinates DOD federal disaster relief response for the Asia-Pacific across DOD as well as with agencies such as the State Department, USAID and others across the federal government[[9]](#endnote-9)
* Conducts press briefings as necessary[[10]](#endnote-10)
 |
| Strategic Goals and Priorities | [Depends on the policy priorities of the administration] |
| **REQUIREMENTS AND COMPETENCIES** |
| Requirements | * 5+ years of demonstrated experience in international affairs through experiences such as work in an appropriate congressional committee, an agency such as the State Department or USAID, or a nongovernmental organization
* Demonstrated ability to coordinate across agency boundaries
* Advanced degree in public policy or international relations (preferred)
* Actual experience deploying in response to a disaster (a plus)
* Experience living in the Far East (a plus)
* French language competency (a plus)
 |
| Competencies | * Ability to communicate effectively, orally and in writing
* Ability to brief at the highest levels of government
* Ability to build a coalition in real time
* Sufficient energy for travel 10 to 15 percent of the time
* Ability to direct multi-disciplinary teams
 |
| **PAST APPOINTEES** |
| Kelly E. Magsamen (2016 to 2017) (acting): Special Assistant to the President and Senior Director for Strategic Planning, National Security Staff; Director for Iran, National Security Staff; Director and Senior Advisor for Middle East Reform, National Security Staff[[11]](#endnote-11) |
| David Shear (2014 to 2016): Ambassador to Vietnam, Department of State; Deputy Assistant Secretary in the Bureau of East Asian and Pacific Affairs, Department of State; Director of the Office of Chinese and Mongolian Affairs, Department of State[[12]](#endnote-12) |
| Mark William Lippert (2012 to 2014): Completed a two-year mobilization on active duty in the Navy, during which he was an Intelligence Officer for the Naval Special Warfare Development Group in Virginia Beach; Deputy Assistant to the President and Chief of Staff, National Security Council; Deputy Director for Foreign Policy, Obama-Biden Transition Team; Senior Foreign Policy Advisor, Obama for America[[13]](#endnote-13) |

1. <https://www.congress.gov/nomination/112th-congress/1060?q=%7B%22search%22%3A%5B%22mark+william+lippert%22%5D%7D&r=2> [↑](#endnote-ref-1)
2. Partnership PD [↑](#endnote-ref-2)
3. <http://policy.defense.gov/OUSDP-Offices/ASD-for-Asian-and-Pacific-Security-Affairs/> [↑](#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/OUSDP-Offices/ASD-for-Asian-and-Pacific-Security-Affairs/> [↑](#endnote-ref-5)
6. <http://policy.defense.gov/OUSDP-Offices/ASD-for-Asian-and-Pacific-Security-Affairs/> [↑](#endnote-ref-6)
7. <http://www.defense.gov/About-DoD/Biographies/Biography-View/Article/602734> [↑](#endnote-ref-7)
8. <http://policy.defense.gov/OUSDP-Offices/ASD-for-Asian-and-Pacific-Security-Affairs/> [↑](#endnote-ref-8)
9. <http://dtic.mil/whs/directives/corres/pdf/510046p.pdf> [↑](#endnote-ref-9)
10. <https://www.c-span.org/video/?327750-1/defense-department-briefing-maritime-security-strategy> [↑](#endnote-ref-10)
11. <http://www.defense.gov/About-DoD/Biographies/Biography-View/Article/602734> [↑](#endnote-ref-11)
12. <http://www.defense.gov/About-DoD/Biographies/Biography-View/Article/602767/david-b-shear> [↑](#endnote-ref-12)
13. <https://www.state.gov/r/pa/ei/biog/233889.htm> [↑](#endnote-ref-13)