# POSITION DESCRIPTION

# Principal Deputy Administrator of the National Nuclear Security Administration, Department of energy

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| **OVERVIEW** |
| Senate Committee | Armed Services |
| Agency Mission | To ensure America's security and prosperity by addressing its energy, environmental and nuclear challenges through transformative science and technology solutions |
| Position Overview | The principal deputy administrator of the National Nuclear Security Administration (NNSA) is essentially the chief operating officer of NNSA and helps lead the administration in its mission to enhance United States national security through the military application of nuclear energy. |
| Compensation | Level IV $155,500 (5 U.S.C. § 5315)[[1]](#endnote-1) |
| Position Reports to | Undersecretary for Nuclear Security/NNSA Administrator[[2]](#endnote-2) |
| **RESPONSIBILITIES** |
| Management Scope | NNSA had a fiscal 2016 budget of $12.527 billion, and its fiscal 2018 budget request calls for 1,715 full-time equivalents.[[3]](#endnote-3) |
| Primary Responsibilities | * Performs such duties and exercises such powers as the administrator prescribes, including the coordination of activities among the elements of the administration
* Helps lead the National Nuclear Security Administration, which aims to:
	+ Enhance United States national security through the military application of nuclear energy
	+ Maintain and enhance the safety, reliability and performance of the United States nuclear weapons stockpile, including the ability to design, produce and test, in order to meet national security requirements
	+ Provide the United States Navy with safe, militarily effective nuclear propulsion plants and to ensure the safe and reliable operation of those plants
	+ Promote international nuclear safety and nonproliferation
	+ Reduce global danger from weapons of mass destruction
	+ Foster United States leadership in science and technology[[4]](#endnote-4)
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| Strategic Goals and Priorities | [Depends on the policy priorities of the administration] |
| **REQUIREMENTS AND COMPETENCIES** |
| Requirements | * Highly conversant on the management, policy, budget and operations of the nuclear security enterprise
* Extensive management and government experience
* Strong relationships with relevant stakeholders
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| Competencies | * Excellent communication, interpersonal and managerial skills
* Ability to work under high pressure and handle sensitive matters
* Excellent negotiation skills and ability to work in a matrixed environment with diverse high-level stakeholders
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| **PAST APPOINTEES** |
| Madelyn R. Creedon (2014 to 2017): Assistant Secretary of Defense for Global Strategic Affairs, Department of Defense; Counsel for the Democratic Staff, Senate Committee on Armed Services; Deputy Administrator for Defense Programs, NNSA[[5]](#endnote-5) |
| Neile L Miller (2010 to 2014): Budget Director, Department of Energy; Associate Director for Resource Management, Office of Nuclear Energy, Department of Energy; Associate Director of International Nuclear Cooperation, Office of Nuclear Energy, Department of Energy[[6]](#endnote-6) |
| William Charles Ostendorff (2007 to 2009): Counsel and Staff Director, Strategic Forces Subcommittee, House of Representatives; Staff Member, Armed Services Committee, House of Representatives; Captain, United States Navy[[7]](#endnote-7) |

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://energy.gov/leadership/organization-chart [↑](#endnote-ref-2)
3. https://energy.gov/sites/prod/files/2017/05/f34/FY2018BudgetVolume1\_1.pdf [↑](#endnote-ref-3)
4. OPM [↑](#endnote-ref-4)
5. https://energy.gov/articles/madelyn-creedon-confirmed-principal-deputy-administrator-national-nuclear-security [↑](#endnote-ref-5)
6. https://energy.gov/contributors/neile-miller [↑](#endnote-ref-6)
7. https://www.nrc.gov/public-involve/conference-symposia/ric/past/2013/docs/bios/bio-misc-7.html [↑](#endnote-ref-7)