

# Job Title: Counterterrorism Project Manager Location: Washington, DC Position Type: Full-Time

### **Position Summary**

The Counterterrorism Project Manager coordinates a team of nuclear counterterrorism experts in providing technical expertise and supporting and managing multiple projects and initiatives within the National Nuclear Security Administration's ("NNSA's") Office of Counterterrorism and Counterproliferation. This position is contingent upon contract award and/or task-based approvals.

#### **Essential Functions**

- The primary purpose of this position is to provide project management and technical support for Department of Energy ("DOE")/NNSA counterterrorism activities. The Counterterrorism Project Manager provides technical support as follows:
- Provide onsite contract management, oversee portfolio-wide program integration, define workflow processes, and report to management and high-level stakeholders on work status and deliverables.
- Serve as liaison between multiple stakeholders including federal client, technical program managers at national laboratories, and other interagency personnel.
- Advise client on portfolio integration and prioritization for nuclear counterterrorism research and development projects across spectrum of four national laboratories.
- Accomplish counterterrorism staff results by communicating job expectations, planning, monitoring, and appraising job results; coaching and counseling employees; and initiating, coordinating, and enforcing systems, policies and procedures.
- Complete projects by coordinating resources and timetables, meeting client expectations and achieving deliverables.

#### **Minimum Qualifications**

- Bachelor's Degree in business, national security, public policy, or a related field.
- 10 or more years of management and/or technical experience with nuclear counterterrorism matters or in a related security field.
- DOE Q or DOD TS security clearance.

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