

**NOAA Leadership Competencies Development Program
LCDP DEVELOPMENTAL ASSIGNMENT FORM**

Details of Developmental Assignment

- 1. Title of Assignment:** Deepwater Horizon NOAA Budget Specialist
- 2. Level of Responsibility:** ZP IV or GS13-14
- 3. Host Office:** NOAA Budget Office
- 4. Host Office Location (City, State):** Washington, DC
- 5. Assignment Location (City, State):** New Orleans, Louisiana
- 6. Timeframe:** 3-6 months; to start as soon as possible
- 7. Assignment Description:** Applicant will serve as the Deepwater Horizon NOAA Budget Specialist and Scientific Support Coordinator (SSC) Finance Support at the Unified Area Command in New Orleans, Louisiana, and will work with the NOAA Budget Office, the Lead SSC, the U.S. Coast Guard, the Office of Response and Restoration, and others to ensure appropriate approval and documentation of Pollution Removal Fund Authorizations for NOAA activities associated with the Deepwater Horizon oil spill. The Applicant will be asked to provide NOAA-wide policy recommendations to senior level staff throughout NOAA and its Line Offices and to help ensure NOAA compliance with the Oil Pollution Act of 1990 in all aspects related to reimbursement of expenses associated with NOAA's activities. Applicant will be exposed to a wide variety of staff, issues, and activities associated with all of NOAA's Line Offices, including oil spill response, research, budget, human resource issues, protected species, and fisheries management – all related to the Deepwater Horizon oil spill.
- 8. Potential Benefit to LCDP Participant**

Leading Change: Applicant will exercise vision and strategic thinking during this unprecedented time for NOAA as NOAA-wide policies and procedures are developed to ensure full compliance with all expenditure and reimbursement aspects of the Oil Pollution Act of 1990. The Applicant will gain experience in problem-solving and analytical skills as they are asked to make recommendations regarding the development of NOAA-wide policies and procedures that support NOAA's role in the oil spill response in a constantly changing working environment.

Leading People: Applicant will assist the Director in ensuring compliance all aspects of expenditure and reimbursement procedures associated with the Oil Pollution Act of 1990, including serving on the NOAA Deepwater Horizon Finance Working Group, serving as NOAA Budget liaison to the NOAA Deepwater Horizon Science Box, and as a critical member of NOAA's overall Deepwater Horizon response team. The Applicant will also serve as an advisor to the Lead SSC – a central role in the overall Deepwater Horizon oil spill response. The Applicant's role is central to sustaining NOAA's ability to serve as the nation's lead science

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agency responding the oil spill, and in fostering positive working relationships across all NOAA Line Offices responding to the oil spill.

Results Driven: Applicant will be asked to accurately track and document all NOAA expenditures related to the oil spill and will be the relied upon to obtain all necessary authorizations by the US Coast Guard to ensure that NOAA's activities are authorized for reimbursement under the Oil Pollution Act of 1990 in a timely manner. This will require the Applicant to be highly organized, an effective communicator on issues related to both science and budget, and to represent the NOAA Budget Office at the Unified Area Command, a highly variable and fast paced environment.

Business Acumen: The Applicant will gain an in-depth understanding of issues related to budget, cost documentation, staff tracking, and a wide range of other legal, policy, and scientific matters related to oil spill response and Incident Command Structure.

Building Coalitions: The Applicant will serve corporate NOAA and all NOAA Line Offices by working with a wide variety of people across NOAA and, in particular, as a member of the NOAA DWH Finance Working Group and as a member of a high functioning oil spill response team from NOAA's Office of Response and Restoration. The Applicant will also work closely with staff from the U.S. Coast Guard to ensure compliance with all Oil Pollution Act procedures and policies and to represent NOAA in maintaining a positive working relationship with the U.S. Coast Guard and others within the Incident Command Structure.

9. Any other considerations, special requirements or comments: This is not your typical number crunching job. This role offers the Applicant an exciting and unique opportunity to significantly contribute to NOAA's response to the Deepwater Horizon oil spill on the scene at the Unified Area Command in New Orleans. It also offers the Applicant exposure to NOAA leadership and leadership and staff across NOAA's Line Offices – an exceptional networking opportunity. The responsibilities associated with this role have been identified as central to NOAA's ability to sustain its response to the oil spill and to ensure that the US tax payers are not left paying for NOAA's activities associated with the spill.

10. Assignment Supervisor: Jennifer Werner, Acting Director, NOAA Budget Office

11. Assignment Contact Person: Jennifer Werner: jennifer.werner@noaa.gov; 202-482-4482; Nicole LeBoeuf: Nicole.leboeuf@noaa.gov; 301-713-9090, ext. 184.