



Watch Officer

Major Duties and Responsibilities

- Maintain 24/7 global terrorism situational awareness by researching and analyzing raw intelligence reporting and maintaining awareness of current threats.
- Monitor and analyze intelligence and operational message traffic to support CT operations and terrorism crisis management.
- Provide global terrorism situational awareness and information to NCTC leadership, IC and CT community agencies, and US Government staff.
- Participate in community outreach and collaboration activities by engaging in internal and external information sharing; foster collaborative relationships with interagency partners; and communicate timely and relevant threat information to the CT community.
- Develop and produce National Counterterrorism Operations Center (NCTOC) situational awareness products and other ad-hoc products by conducting research and writing reports and articles for supervisory review that summarize and contextualize current intelligence; edit and provide quality control review of written products.
- Develop and deliver initial drafts of oral briefings and written reports for NCTOC, DOS, and NCTC leadership on terrorism activities and threats.

Knowledge, Skills, and Abilities Required:

- Knowledge of intelligence analysis and production.
- Ability to develop written products, as well as the ability to brief counterparts and senior officials on those products, answer questions, and provide supporting information..
- Ability to maintain and develop effective working relationships with counterparts and IC staff for the purpose of sharing information.
- Knowledge of the ODNI and larger IC mission, operations, tradecraft, capabilities, and requirements.
- Ability to make assessments of time-sensitive issues and change focus quickly as demands change.
- Ability to work effectively both independently and in a team or collaborative environment, coupled with interpersonal, organizational, and problem-solving skills.
- Ability to work rotating shifts of 12.5 hours in a fast-paced demanding environment.