

Job Description

Consultant



PARTNER FORCES

POSITION TITLE: Consultant

STATUS: Full-Time

LOCATION: Arlington, VA

Partner Forces, LLC., is seeking a Consultant to support Federal cybersecurity clients with strategic planning, policy analysis and coordination, stakeholder engagement, and special projects. The candidate will provide programmatic and advisory support. Duties include, but are not limited to, research and analysis, strategic planning and writing, stakeholder outreach and coordination, and resource development.

CORE REQUIREMENTS & ESSENTIAL DUTIES

- Provide governance and policy coordination, strategy development and execution, and programmatic design support to Federal cybersecurity leaders.
- Track and measure progress of program priorities, initiatives, and activities. Review and develop performance metrics that measure progress toward meeting strategic objectives.
- Manage and provide logistical support to interagency coordination and stakeholder outreach and communication, to include meeting support, joint analytic projects, and related initiatives.
- Utilize technical writing expertise to synthesize complex analytics around infrastructure security, mitigation, and resilience topics. Develop graphics to enhance presentation and usability.
- Independently research and resolve or offer solutions to unusual problems in performing a variety of duties related to special projects.
- Keep informed of the mission, organizational structure, key personnel, current activities, status of current projects, and any issues affecting the organization.

MINIMUM QUALIFICATIONS

- Ability to obtain and maintain DHS suitability; current preferred
- BA/BS or MA/MS degree required
- 7+ years of relevant professional experience required
- CISA experience desired; familiarity with cyber policy strongly preferred
- Excellent communication, analytical, organizational, and time management skills
- Proficiency in Microsoft Office Suite applications, especially Word, Excel, PowerPoint, and Outlook

THE COMPANY

Partner Forces, LLC., is a WOSB focused on helping homeland security partners with their most pressing and complex challenges and opportunities. The company provides management consulting services for the homeland security and national security enterprise. We offer clients holistic and integrated solutions to their current and emerging homeland security requirements related to program development and analysis, stakeholder engagement and outreach, strategic planning, technology implementation, security and preparedness assessment, and business process design and improvement. To apply, submit a complete resume and cover letter that includes salary requirements to recruiting@partnerforces.com.