



Security & Emergency Services Community of Interest

0080 Security Administration - CBRNE
Career Roadmap

Prepared by:
Booz | Allen | Hamilton
July 2015

An Overview of the 0080 CBRNE Series Career Roadmap

The United States Marine Corps (USMC) Security and Emergency Services (S/ES) Community of Interest (COI) developed this career roadmap to support 0080 Security Administration – Chemical, Biological Radiological Nuclear High-Yield Explosive (CBRNE) professional development of technical competencies and training. This Career Roadmap is organized by a group of competencies which together define successful performance in the 0080 CBRNE occupational series. Career Roadmaps are essential resources for career development and useful for identifying the knowledge and skillsets you, an employee of the USMC, need to excel and advance in your professional role.

Career Roadmaps are comprised of several components, described in Table 1 below:

Table 1. Components of a Career Roadmap

Competency Titles and Definitions	Describe the capabilities required for success within a particular position or
Proficiency Targets	Define different levels of performance (Entry, Journeyman, and Expert) within a competency area
Behavioral Indicators (BIs)	Examples of activities performed by an individual that illustrate how a competency is demonstrated at varying levels of proficiency: Basic, Intermediate, and Advanced
Training	<p>Mandatory: Training required to be completed based on Federal, State, or Marine Corps requirements/regulations</p> <p>Recommended: Core, Core-Plus, and Sustainment training identified to enhance performance in competency areas</p> <ul style="list-style-type: none"> • <i>Core:</i> Initial training that all personnel should have in related position from entry to senior levels • <i>Core-Plus:</i> Advanced training that is necessary for career progression that all mid-senior personnel should have in addition to the core training. Core-Plus training is recommended for personnel from General Schedule (GS)-11 to GS-14 • <i>Sustainment:</i> Training intended to maintain credentials or a good training course to have, but not necessary for career advancement

0080 CBRNE Competency Areas

Five competencies have been identified for the successful performance in the 0080 CBRNE series:

1. Installation CBRNE Planning
2. Installation CBRNE Awareness, Education, Training & Exercises
3. Installation CBRNE Program Review
4. Installation CBRNE Risk Management
5. Installation CBRNE Equipment and Supply Management

0080 Proficiency and Skill Band Definitions

The **Proficiency Rating Scale** (Table 2) below details the ratings given for each level of proficiency and their corresponding definitions. Proficiency levels describe the levels of a competency required to perform a specific job successfully; these levels relate to the work required for a specific job. Different jobs require different levels of proficiency for successful performance. The proficiency levels provided in this roadmap indicate the minimum proficiency target for successful performance.

Table 2. Proficiency Rating Scale

1	Basic	No Proficiency	Conceptual Knowledge Only/No Experience
2	Applied	Low Proficiency	Able to Apply with Help
3	Intermediate	Moderate Proficiency	Able to Apply Autonomously
4	Advanced	High Proficiency	Proficient/Able to Help Others
5	Expert	Very High Proficiency	Expert Knowledge

The USMC COIs have outlined a career progress structure that more accurately reflects the change in your abilities and responsibilities over time. That structure is called the **Skill Level Structure** (Table 3). It is associated with each occupational series and follows you from the time you are an entry-level employee until you attain the level of a management employee. Career progress in the USMC has traditionally been based on the federal government pay schedule system. The ratings within the pay schedule system are associated with Job Skill Levels:

Table 3. Skill Level Structure

Job Skill Level	Definition	Pay Plan	Beginning Grade	Target Grade
1	Entry	GS	9	10
2	Journeyman	GS	11	12
3	Expert	GS	13	14

Behavioral Indicators (BIs)

It is important to define how competencies are manifested at different proficiency levels. BIs are on-the-job examples of behaviors and activities that illustrate how a competency is demonstrated at varying levels of proficiency. These are **examples of what the competency *could* look like** and are not inclusive of all behaviors demonstrating the competency at each level of performance. This is a tool to help guide evaluations of employee performance and should not be used as a checklist for employees' behaviors.

Training

The training courses found throughout this roadmap are either mandatory or recommended (Core, Core-Plus, and Sustainment) and may not be inclusive of all training available. MarineNet and Navy Knowledge Online (NKO) have a variety of courses that are available to all personnel and Civilian Marines are able to enroll in any of these trainings. Additionally, the USMC Regional CBRNE Equipment & Training Team (RCETT) serves as the USMC focal point for the development and delivery of CBRNE baseline, sustainment, and new equipment training. This training enhances the capabilities of the USMC CBRNE Installation Protective Program (IPP) and is structured to meet the needs of a diverse audience. Installation CBRNE Protection Officers can request training by submitting a training request form to their respected Marine Corps Installation regional office. Installation CBRNE Protection Officers are encouraged to make contact with their RCETT to coordinate dates prior to submission of a formal request.

A separate training strategy has been created that defines all training (mandatory and recommended) in depth. Training titles and vendors are subject to change as the courses evolve.

USMC S/ES COI 0080 Security Administration – CBRNE Career Roadmap

COMPETENCY	DEFINITION		
1. Installation CBRNE Planning	Oversees and supports programs and implementation of protective measures that enhance safety, protect life, health and the environment; protect critical assets and infrastructures vital to mission execution and ensure continued operation of mission critical/essential functions during a CBRNE incident. Aligns installation CBRNE preparedness activities for prevention, protection, mitigation, response, and recovery to enhance Installation Protection (IP) during designated Force Protection Conditions (FPCON).		
MINIMUM PROFICIENCY TARGET LEVELS			
Job Skill Level 1: Entry GS 9/10		Job Skill Level 2: Journeyman GS 11/12	Job Skill Level 3: Expert GS 13/14
2		3	4
BEHAVIORAL INDICATORS			
Basic	<ul style="list-style-type: none"> • Knowledge of existing Physical and Electronic Security principles, FPCON/Action Sets, and Barrier Plans as they relate to CBRNE • Knowledge of Department of Defense (DoD) and Marine Corps regulations, directives, and policies (e.g., Unified Facilities Criteria (UFC), Marine Corps Physical Security Manual), as well as security engineering principles and electronic security systems planning and design • Participates in integration of installation CBRNE solutions through identified hazards/threats, vulnerabilities risk analysis and appropriate working groups in accordance with the Marine Corps risk management process • Assist in developing appropriate installation CBRNE support annexes to the Installation Emergency Management (IEM) Plan and appropriate Operation Plans (OPLANS)/Concept of Operation Plans (CONPLANS) • Knowledge of installation Antiterrorism (AT), critical infrastructure protection, physical security, and emergency management concepts • Knowledge of the different types of CBRNE funding sources • Knowledge of Marine Corps Critical Asset Management System Next Generation (MC-CAMS NG) and Defense Readiness Reporting System Marine Corps (DRRS-MC) 		
Intermediate	<ul style="list-style-type: none"> • Uses specialized knowledge of DoD and Marine Corps regulations, directives, and policies (e.g., UFC, Marine Corps Physical Security Manual), as well as security engineering principles, planning, and design to ensure installation CBRNE requirements have been met • Ensures integration of installation CBRNE solutions through identified hazards/threats, vulnerabilities, risk analysis and appropriate working groups in accordance with the Marine Corps risk management process • Identifies and forwards installation CBRNE requirements which may call for existing and/or new technologies. • Specialized knowledge of installation AT, critical infrastructure protection, physical security, and emergency management concepts • Develops appropriate installation CBRNE support annexes to the IEM Plan and appropriate OPLANS/CONPLANS • Coordinates with Federal, State local, tribal, and host nation agencies • Prioritizes installation CBRNE resource requirements 		
Advanced	<ul style="list-style-type: none"> • Uses expert knowledge of DoD and Marine Corps regulations, directives, and policies, as well as security engineering principles, planning, and design to ensure installation CBRNE requirements have been met • Creates CBRNE policy and ensures integration of installation CBRNE solutions into overall risk management program • Advocates and provides advice to decision-makers on adjudicating resource-constrained decisions and prioritization of resources across installations • Defines operational requirements and identifies the need for acquisition and contracting activities to meet requirements. • Develops technical requirements for Statements of Work (SOWs) in collaboration with contracting and procurement personnel. • Manages and/or reviews acquisitions and contracts for programs in support of mission objectives • Knowledge of Defense Federal Acquisition Regulations (DFAR) and general acquisition and contracting principles 		
TRAINING			

USMC S/ES COI 0080 Security Administration – CBRNE Career Roadmap

COURSE	VENDOR	SKILL LEVEL	TYPE
Incident Command System (ICS)-300: Intermediate ICS for Expanding Incidents	Federal Emergency Management Agency (FEMA)	1, 2, 3	Mandatory
ICS-400: Advanced ICS for Command and General Staff	FEMA	1, 2, 3	Mandatory
Independent Study (IS)-100.B: Introduction to ICS, ICS-100	FEMA	1, 2, 3	Mandatory
IS-200.B: ICS for Single Resources and Initial Action Incidents	FEMA	1, 2, 3	Mandatory
IS-700.A: National Incident Management System (NIMS) An Introduction	FEMA	1, 2, 3	Mandatory
IS-800.B: National Response Framework (NRF), An Introduction	FEMA	1, 2, 3	Mandatory
Level I AT Awareness Training (JS-US007)	Joint Knowledge Online (JKO)	1, 2, 3	Mandatory
Defense Support of Civil Authorities (DSCA) Phase I Course	JKO	1, 2, 3	Core
E/L 962: All-Hazards Position Specific Planning Section Chief	FEMA	2, 3	Core-Plus
IS-775: Emergency Operations Center (EOC) Management and Operations	FEMA	2, 3	Core-Plus
Joint Effects Model (JEM) Operator Course	Defense Threat Reduction Agency Defense Nuclear Weapons School (DTRA DNWS)	1, 2	Sustainment
Vulnerability Assessment Protection Option (VAPO) (Level 2 Training)	DTRA DNWS	1, 2	Sustainment

COMPETENCY	DEFINITION		
2. Installation CBRNE Awareness, Education, Training & Exercises	Develops and executes installation CBRNE educational and training programs for Installation commanders and their designated staff, individuals who may serve as incident commanders, technicians and specialists, operations personnel, responders, employees, and the base populace to ensure awareness of risks associated with CBRNE threats and to provide mitigation strategies. Develops and plans realistic CBRNE exercises appropriate to the installation's threats, mission, and vulnerabilities aligned to national planning scenarios.		
MINIMUM PROFICIENCY TARGET LEVELS			
Job Skill Level 1: Entry GS 9/10	Job Skill Level 2: Journeyman GS 11/12	Job Skill Level 3: Expert GS 13/14	
2	3	4	
BEHAVIORAL INDICATORS			
Basic	<ul style="list-style-type: none"> Assists in analyzing program reviews of installation CBRNE awareness, training and education programs, exercises and develops corrective action plans Assists in the design and implementation of training awareness and education materials (e.g., presentations, guides) in alignment with performance and learning objectives Assists in the coordination of installation CBRNE exercises to include coordination with Federal, State, local, tribal, and host nation agencies Understanding of DoD installation CBRNE standards and benchmarks. Comprehends concepts and intended purpose of CBRNE requirements and basic installation CBRNE training 		
Intermediate	<ul style="list-style-type: none"> Performs and analyzes program reviews of installation CBRNE awareness, training and education programs, and develops corrective action plans Develops, reviews, and implements Exercise and Training schedules Coordinates and executes installation CBRNE training, education and awareness programs Oversees the design and implementation of training awareness and education materials (e.g., presentations, guides) in alignment with performance and learning objectives Acts as coordinator for installation CBRNE exercises to include coordination with Federal, State, local, tribal, and host nation agencies 		
Advanced	<ul style="list-style-type: none"> Oversees program reviews of installation CBRNE awareness, training, and education programs, and reviews corrective action plans Provides reviews and oversight for regional and subordinate Command Exercise and Training schedules Evaluates installation CBRNE training, education and awareness programs 		
TRAINING			
COURSE	VENDOR	SKILL LEVEL	TYPE
Hazardous Materiel (HazMat) Awareness Class	RCETT	1, 2, 3	Mandatory
ICS-300: Intermediate ICS for Expanding Incidents	FEMA	1, 2, 3	Mandatory
ICS-400: Advanced ICS for Command and General Staff	FEMA	1, 2, 3	Mandatory
IS-100.B: Introduction to ICS, ICS-100	FEMA	2, 3	Mandatory
IS-200.B: ICS for Single Resources and Initial Action Incidents	FEMA	1, 2, 3	Mandatory
IS-700.A: NIMS An Introduction	FEMA	1, 2, 3	Mandatory
IS-800.B: NRF, An Introduction	FEMA	1, 2, 3	Mandatory

USMC S/ES COI 0080 Security Administration – CBRNE Career Roadmap

Level I AT Awareness Training (JS-US007)	JKO	1, 2, 3	Mandatory
DSCA Phase I Course	JKO	1, 2, 3	Core
Homeland Security Exercise and Evaluation Program (HSEEP)	FEMA	1, 2, 3	Core
HazMat Operations Level	IFSAC	2, 3	Core-Plus
HazMat Technician	IFSAC	2, 3	Core-Plus
E/L 962: All-Hazards Position Specific Planning Section Chief	FEMA	2, 3	Core-Plus
IS-775: EOC Management and Operations	FEMA	2, 3	Core-Plus
VAPO (Level 2 Training)	DTRA DNWS	1, 2	Sustainment

COMPETENCY	DEFINITION		
3. Installation CBRNE Program Review	Establishes and manages the roles, responsibilities, resources, and requirements to support an operationally effective installation CBRNE program. Conducts systematic assessment of installation CBRNE programs against the prescribed standards such as the Joint Mission Assurance Assessment Program (JMAA), Headquarters Marine Corps Mission Assurance Assessment Program (MCMAAP), Functional Area Checklist (FAC) 941, Inspector General (IG) requirements, and Higher Headquarters and combatant commanders' requirements.		
MINIMUM PROFICIENCY TARGET LEVELS			
Job Skill Level 1: Entry GS 9/10		Job Skill Level 2: Journeyman GS 11/12	Job Skill Level 3: Expert GS 13/14
2		3	4
BEHAVIORAL INDICATORS			
Basic	<ul style="list-style-type: none"> Comprehends installation CBRNE program standards and benchmarks requirements Assists with basic internal installation CBRNE program review Assists with Command CBRNE program reviews Assists with corrective Courses of Action (COAs) identified in installation CBRNE program review 		
Intermediate	<ul style="list-style-type: none"> Has specialized knowledge of installation CBRNE program standards and benchmarks requirements Performs internal installation CBRNE program reviews Performs Command CBRNE program reviews Coordinates the development of corrective COAs identified in installation CBRNE program review Coordinates with internal stakeholders for Higher Headquarters installation CBRNE program reviews 		
Advanced	<ul style="list-style-type: none"> Has expert knowledge of installation CBRNE program standards and benchmarks requirements Performs internal installation CBRNE program reviews Performs subordinate Command CBRNE program reviews Develops trend analysis to identify common shortfalls within subordinate installation CBRNE programs Coordinates external installation CBRNE program review 		
TRAINING			
COURSE	VENDOR	SKILL LEVEL	TYPE
Level I AT Awareness Training (JS-US007)	JKO	1, 2, 3	Mandatory
HSEEP	FEMA	1, 2, 3	Core

COMPETENCY	DEFINITION		
4. Installation CBRNE Risk Management	Knowledge of risk planning, risk handling, risk monitoring, and risk documentation; ability to correctly define and identify risks through review and analysis of threat information, criticality, and vulnerability; ability to assign likelihood and consequence ratings; ability to identify, evaluate, recommend, and implement COAs to manage risk at acceptable levels given program constraints, objectives, and resources; ability to record, maintain, and report various risk management activities.		
MINIMUM PROFICIENCY TARGET LEVELS			
Job Skill Level 1: Entry GS 9/10	Job Skill Level 2: Journeyman GS 11/12	Job Skill Level 3: Expert GS 13/14	
2	3	4	
BEHAVIORAL INDICATORS			
Basic	<ul style="list-style-type: none"> Has a basic understanding of risk management processes, principles, concepts, and applications (e.g., mission analysis, asset identification, All Hazards Threat Assessment (AHTA), Capability Assessment, Food and Water Vulnerability Assessment, criticality assessment, risk and cost benefit analysis) Assists in the development of COAs to mitigate risks Assists with entries into MC-CAMS NG, DRRS-MC 		
Intermediate	<ul style="list-style-type: none"> Has a specialized understanding of risk management processes, principles, concepts, and applications (e.g., mission analysis, asset identification, AHTA, criticality assessment, Food and Water Vulnerability Assessment, capability assessment, risk and cost benefit analysis) Defines and analyzes risk management, assessment, and mitigation procedures in accordance with organizational goals. Coordinates the development of COAs to mitigate risks Inputs appropriate entries into MC-CAMS NG, DRRS-MC 		
Advanced	<ul style="list-style-type: none"> Prioritizes resources based on consolidated risk management data Develops and recommends risk management courses of action to senior leadership Develops specific risk management policies and procedures; considers risk as a basis for every policy decision that is made 		
TRAINING			
COURSE	VENDOR	SKILL LEVEL	TYPE
Level I AT Awareness Training (JS-US007)	JKO	1, 2, 3	Mandatory
E/L 962: All-Hazards Position Specific Planning Section Chief	FEMA	2, 3	Core-Plus
JEM Operator Course	DTRA DNWS	1, 2	Sustainment
VAPO (Level 2 Training)	DTRA DNWS	1, 2	Sustainment

COMPETENCY	DEFINITION		
5. Installation CBRNE Equipment and Supply Management	Ensures equipment Preventive Maintenance Checks and Services (PMCS) as prescribed in Original Equipment Manufacturer (OEM) user/maintenance manuals is performed by operators. Responsible as the subject matter expert for managing and maintaining equipment inventories, creating and closing repair work orders, distributing replacement or restock items, and conducting inventory control and management, equipment disposal, shelf-life management, and calibration.		
MINIMUM PROFICIENCY TARGET LEVELS			
Job Skill Level 1: Entry GS 9/10	Job Skill Level 2: Journeyman GS 11/12	Job Skill Level 3: Expert GS 13/14	
2	3	4	
BEHAVIORAL INDICATORS			
Basic	<ul style="list-style-type: none"> Performs basic PMCS and corrective maintenance on installation CBRNE equipment Maintains installations Base Sensor Plan equipment with guidance Awareness of appropriate regulations regarding storage, maintenance, disposition of installation CBRNE equipment Assists in the inspection and maintenance of installation CBRNE equipment Performs routine repairs on basic installation CBRNE equipment Maintains inventories of Personal Protective Equipment with guidance 		
Intermediate	<ul style="list-style-type: none"> Manage the maintenance, sustainment, and accountability of CBRNE capabilities Ensures the readiness of equipment supporting a Base Sensor Plan equipment Performs inspections and oversees maintenance of installation CBRNE equipment Identifies deficiencies in installation CBRNE equipment Identifies malfunctions of equipment and requests appropriate maintenance Ensures that appropriate regulations regarding storage, maintenance, disposition procedures are being followed Develop funding requirements for installation CBRNE equipment and capabilities and manage the maintenance, sustainment, and accountability of installation CBRNE capabilities 		
Advanced	<ul style="list-style-type: none"> Writes, researches, and submits proposals for repair, modification, or replacement of installation CBRNE equipment Ensures identified deficiencies in installation CBRNE equipment are corrected Stays current and informed about changes in technology and identifies, selects, and applies technology to perform complex tasks Develop and submit funding requirements for equipment and capabilities and manage the maintenance, sustainment, and accountability of installation CBRNE capabilities 		
TRAINING			
COURSE	VENDOR	SKILL LEVEL	TYPE
HazMat Awareness Class	RCETT	1, 2, 3	Mandatory
DSCA Phase I Course	JKO	1, 2, 3	Core
E/L 962: All-Hazards Position Specific Planning Section Chief	FEMA	2, 3	Core-Plus
HazMat Operations Level	RCETT	2, 3	Core-Plus
HazMat Technician	Bucks County Community College (BCCC)	2, 3	Core-Plus

Acronyms Defined

Acronym	Definition
AHTA	All Hazards Threat Assessment
AT	Antiterrorism
BCCC	Bucks County Community College
BI	Behavioral Indicator
CBRNE	Chemical, Biological Radiological Nuclear High-Yield
COA	Course of Action
COI	Community of Interest
CONPLANS	Concept Of Operation Plans
DFAR	Defense Federal Acquisition Regulations
DoD	Department of Defense
DRRS-MC	Defense Readiness Reporting System Marine Corps
DSCA	Defense Support of Civil Authorities
DTRA DNWS	Defense Threat Reduction Agency Defense Nuclear Weapons School
EOC	Emergency Operations Center
FAC	Functional Area Checklist
FEMA	Federal Emergency Management Agency
FPCON	Force Protection Conditions
GS	General Schedule
HazMat	Hazardous Materiel
HSEEP	Homeland Security Exercise and Evaluation Program
ICS	Incident Command System
IEM	Installation Emergency Management

Acronym	Definition
IG	Inspector General
IP	Installation Protection
IPP	Installation Protective Program
IS	Independent Study
JEM	Joint Effects Model
JKO	Joint Knowledge Online
JMAA	Joint Mission Assurance Assessment Program
MC-CAMS NG	Marine Corps Critical Asset Management System Next
MCMAAP	Marine Corps Mission Assurance Assessment Program
NIMS	National Incident Management System
NKO	Navy Knowledge Online
NRF	National Response Framework
OEM	Original Equipment Manufacturer
OPLANS	Operation Plans
PMCS	Preventive Maintenance Checks and Services
RCETT	Regional CBRNE Equipment and Training Team
S/ES	Security and Emergency Services
SOW	Statement of Work
UFC	Unified Facilities Criteria
USMC	United States Marine Corps
VAPO	Vulnerability Assessment Protection Option