

# Security and Emergency Services Community of Interest

0080-AT

## Security Administration

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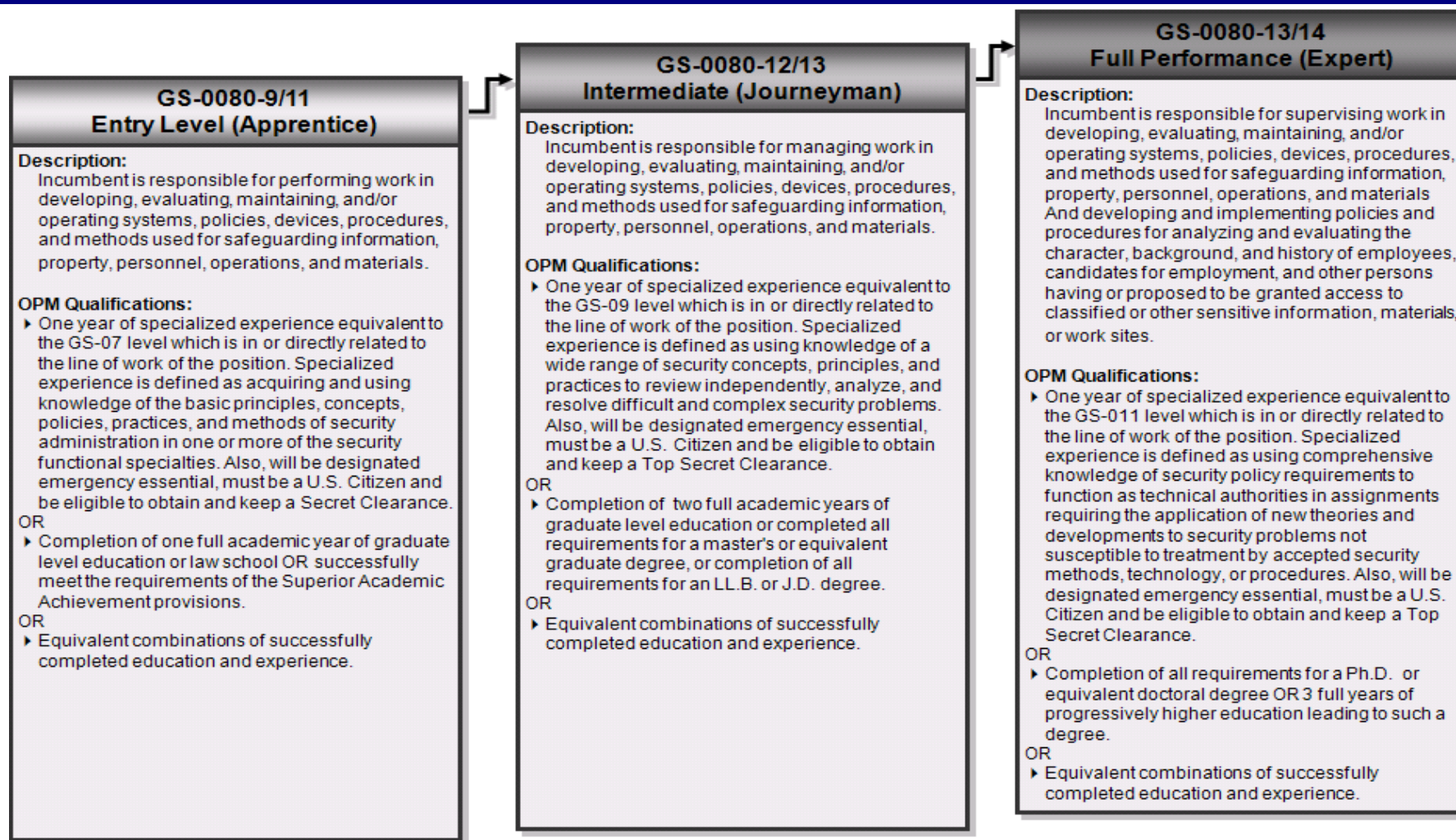
# Career Road Map

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## *Career progression within the 0080-AT Occupational Series is marked by advancing levels of expertise in matters of Security Administration*



## *Proficiency and Skill Band Definitions for 0080-AT*

- ▶ The **Proficiency Rating Scale** below details the proficiency ratings 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.

PROFICIENCY RATING	PROFICIENCY
0	N/A - Non Applicable/No Knowledge Necessary
1	No Proficiency - Conceptual Knowledge Only/No Experience
2	Low Proficiency - Able to Apply with Help
3	Moderate Proficiency - Able to Apply Autonomously
4	High Proficiency - Proficient/Able to Help Others
5	Very High Proficiency - Expert Knowledge

- ▶ The Communities of Interest 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**. It is associated with each Occupational Series and follows you from the time you are an entry-level employee until you reach management levels. Career progress in the USMC has traditionally been based on the Federal Government pay schedule system and the ranges within the pay schedule system are associated with the Skill Levels.

JOB SKILL LEVEL	SKILL BAND DEFINITION	JOB SKILL LEVEL PAY PLAN	BEGINNING GRADE	TARGET GRADE
1	Apprentice	GS	9	11
2	Journeyman	GS	12	13
3	Expert	GS	13	14

- ▶ Behavioral Indicators: It is important to define how the competencies are manifested at different proficiency levels. In other words, what behaviors do incumbents in the Occupational Series demonstrate that indicate various levels of proficiency in each competency area. These demonstrations are referred to as behavioral indicators, and provide an objective description of the behavior that you might view in an individual that provides evidence that they either have or do not have the competency of interest. These are **examples of what behaviors could look like** and are not inclusive of all behaviors that demonstrate each level of performance for the competency. Rather, this is a tool to help guide evaluations of employee performance and should **not** be used as a checklist for employees' behaviors.



## *Desired Certifications, Academic Credentials and Training for 0080-AT*

Level 1	Level 2	Level 3
<b>Desired Certifications</b>		
Level II Basic AT	Level II Advanced AT	Level II Advanced AT
DSTC Designated Certification(s)	DSTC Designated Certification(s)	DSTC Designated Certification(s)
	Physical Security Specialist	Physical Security Specialist
	Defense Security Specialist	Defense Security Specialist
	ASIS	ASIS
	FEMA Professional Development Series Certification	FEMA Professional Development Series Certification
		Level IV AT
<b>Desired Academic Credentials</b>		
High School Graduate	Any BS/BA Degree	Any BS/BA Degree
Any AA/BS/BA Degree		
<b>Desired Training</b>		
Security Engineering	Security Engineering	Conventional Physical Security Course
Electronic Security Systems Design	Electronic Security Systems Design	
	Conventional Physical Security Course	

*\*The courses found on this page and throughout this roadmap are recommended courses and may not be inclusive of all training available.*



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## *Behavioral Indicators*

### **Physical Security Measures**

#### **DEFINITION**

Oversees and supports programs and implementation of protective measures that enhance the security of installations/facilities and their contents in compliance with Department of Defense (DoD) and Marine Corps regulations, directives, and policies (e.g., Mission Essential Vulnerable Asset [MEVA], Unified Facilities Criteria [UFC], and Marine Corps Physical Security Manual); uses knowledge of existing and emerging technology areas and electronic security systems (e.g., biometrics, surveillance, access control, intrusion detection, radar, encryption, Chemical, Biological, Radiological, Nuclear, Explosives [CBRNE] detection, etc.).

<b>Entry</b>	<b>Intermediate</b>	<b>Full Performance</b>
<ul style="list-style-type: none"> <li>- Knowledge and understanding of existing physical and electronic security principals and barrier plans as they relate to AT</li> <li>- Understands Department of Defense and Marine Corps regulations, directives, and policies, (e.g., UFC, Marine Corps Physical Security Manual), as well as security engineering principles and electronic security systems planning and design</li> <li>- Participates in integration of physical security solutions into the overall risk management program</li> <li>- Makes recommendations as to whether to approve or disprove proposed projects based on compliance with AT standards</li> <li>- Understands and keeps current on changes to physical security policy</li> </ul>	<ul style="list-style-type: none"> <li>- Ensures that physical, electronic security, and barrier plans synch with AT plans</li> <li>- Uses expert knowledge of Department of Defense 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 AT requirements have been met</li> <li>- Approves/disproves proposed construction projects based on compliance with AT standards</li> <li>- Advocates for and ensures organizational compliance with physical security requirements</li> <li>- Identifies security requirements which may call for existing and/or new technologies, and identifies threat/vulnerability associated with new technologies</li> <li>- Ensures integration of physical security solutions into overall risk management program</li> </ul>	<ul style="list-style-type: none"> <li>- Coordinates activities and responsibilities of four or more installation ATs</li> <li>- Identifies trends, and designs/implements solutions for compliance issues with physical security requirements</li> <li>- Identifies needs for AT physical security policy revision, addition, and synchronization</li> <li>- Shares lessons learned and best practices from one installation to others</li> <li>- Provides advice to decision-makers on adjudicating resource-constrained decisions and prioritization of resources for physical security across installations</li> <li>- Identifies enterprise-wide AT physical security requirements and works with other security experts to develop enterprise solutions</li> </ul>



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## *Competency-Based Training Opportunities*

### **Physical Security Measures**

Skill Level	Proficiency		DEFINITION
	Min	Max	
1	2	3	Oversees and supports programs and implementation of protective measures that enhance the security of installations/facilities and their contents in compliance with Department of Defense (DoD) and Marine Corps regulations, directives, and policies (e.g., Mission Essential Vulnerable Asset [MEVA], Unified Facilities Criteria [UFC], and Marine Corps Physical Security Manual); uses knowledge of existing and emerging technology areas and electronic security systems (e.g., biometrics, surveillance, access control, intrusion detection, radar, encryption, Chemical, Biological, Radiological, Nuclear, Explosives [CBRNE] detection, etc.).
2	4	5	
3	5	5	

Course	Skill Level	Institution
Access Control Point Training	1,2	USACE PDC
Antiterrorism Force Protection (ATFP) Workshop	1,2	NAVAC ESC
Antiterrorism Officer (Advanced)	1	FPTD
Antiterrorism Officer (Basic)	1	FPTD
ArcGIS Desktop I: Getting Started with GIS	1	ESRI
ArcGIS Desktop II: Tools and Functionality	1	ESRI
Conventional Physical Security Course	2,3	USAMP FPTD
DoD Security Engineering Planning and Standards	1,2	USACE PDC
Electronic Security Systems Design Course	1,2	USACE PDC
Joint Staff MTT-Antiterrorism Program	1	DTRA
Physical Security Training Program (PSTP)	1,2	FLETC
SDDCTEA	1,2	SDDCTEA
Security Engineering	1,2	USACE PDC
VAPO Vulnerability Assessment Protection Option (Level 2 Training)	2,3	USACE PDC



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## *Behavioral Indicators*

# AT Security Awareness, Education, Training & Exercises

### DEFINITION

Develops, executes, and evaluates educational programs, training, and exercises to ensure awareness of risks associated with terrorism and to provide mitigation strategies.

Entry	Intermediate	Full Performance
<ul style="list-style-type: none"> <li>- Possesses a general understanding of overall AT security training requirements, programs and policies</li> <li>- Understands Department of Defense AT standards and benchmarks</li> <li>- Comprehends concepts and intended purpose of security requirements (e.g., accountability and control standards, threat conditions)</li> <li>- Communicates security requirements with minimal guidance</li> <li>- Understands organizational mission requirements and the relationship with security</li> <li>- Prepares training materials and conducts basic AT training (e.g., Level 1)</li> <li>- Participates in the development of AT exercises</li> </ul>	<ul style="list-style-type: none"> <li>- Develops AT Training Education and Exercise Plan (TEEP)</li> <li>- Identifies deficiencies in AT training, education, and awareness (e.g., violation evaluation, surveys, trend analysis)</li> <li>- Designs training awareness and education materials (e.g., presentations, guides) in alignment with performance and learning objectives</li> <li>- Identifies and uses innovative technologies to facilitate the development and delivery of AT training, education, and awareness programs</li> <li>- Develops lessons learned and entry into Marine Corps Lessons Learned System and incorporation into subsequent training and education exercise plans</li> <li>- Coordinates AT exercises to include coordination with Federal, State, and local agencies</li> <li>- Coordinates AT awareness and education with Federal, State, and local agencies (e.g., Operation Eagle Eye)</li> </ul>	<ul style="list-style-type: none"> <li>- Performs program reviews of installations AT security awareness, training, and education programs</li> <li>- Develops regional TEEP</li> <li>- Coordinates civil to military exercises</li> <li>- Evaluates AT security training, education, and awareness deficiencies of subordinate commands to identify trends in order to develop programs/initiatives to address deficiencies</li> <li>- Educates leadership on the value added of security training, education, and awareness programs</li> <li>- Advocates senior leadership buy-in to security awareness, education, and training programs</li> <li>- Mentors and educates less experienced staff on compliance inspection criteria, protocols, and procedures</li> </ul>



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## *Competency-Based Training Opportunities*

### **AT Security Awareness, Education, Training & Exercises**

Skill Level	Proficiency		DEFINITION
	Min	Max	
1	1	3	Develops, executes, and evaluates educational programs, training, and exercises to ensure awareness of risks associated with terrorism and to provide mitigation strategies.
2	4	5	
3	5	5	

Course	Skill Level	Institution
Antiterrorism Officer (Advanced)	1	FPTD
Dynamics of International Terrorism (Level 1 AT Awareness Training)	1	USAFSOS
Homeland Security Exercise and Evaluation Program (HSEEP)	2,3	FEMA
ICS for Single Resources and Initial Action Incidents	1	FEMA
ICS-100, Introduction to ICS	1	NFA
Individual Terrorism Awareness Course	2,3	USAJFKSWC
Introduction to National Response Framework	1	NFA



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## *Behavioral Indicators*

### AT Resource Management

#### DEFINITION

Demonstrates understanding of the different types of anti-terrorism funding sources, and can articulate requirements within this context; compiles justification packages and submits requests through Core Vulnerabilities Assessment Management Program (CVAMP); applies contracting rules and procedures to plan and execute procurement requirements, and initiates procurement requests; provides subject matter expertise to commanders and installations to define the scope and technical requirements for contracts and procurements and provides technical support for contractor activities.

Entry	Intermediate	Full Performance
<ul style="list-style-type: none"> <li>- Understands basic AT funding sources</li> <li>- Understands basic contracting rules (e.g., obligation of government funds)</li> <li>- Understands CVAMP at basic level</li> <li>- Possesses awareness of SPAWAR, NAVFAC, and MARCORSYSCOM's authority and role in the AT resource process</li> <li>- Provides input into resource justification packages</li> </ul>	<ul style="list-style-type: none"> <li>- Possesses expert knowledge of AT funding resources (e.g., CBT-RIF, OCO, CCIF)</li> <li>- Coordinates resource justifications with appropriate funding source</li> <li>- Incorporates AT measures into the Logistics and contracting process (e.g., requirements, development, vendor selection, award and execution and evaluation)</li> <li>- Prioritizes resource requirements</li> <li>- Understands security restrictions and prohibitions as it relates to acquisitions, contracts, and the performance of work</li> <li>- Develops technical requirements for Statements of Work (SOWs) in collaboration with contracting and procurement personnel</li> <li>- Evaluates and provides feedback on physical security-related outputs of contracts as part of a larger program</li> <li>- Understands other sources of funding and their associated processes (e.g., MILCON, PBAC funds, etc.) and how they are aligned with various project types</li> </ul>	<ul style="list-style-type: none"> <li>- Prioritizes subordinates commands' resource submissions</li> <li>- Advocates for resources to include individual installation requirements and enterprise solutions</li> <li>- Participates in AT related Source Selection Boards</li> <li>- Performs duties as the Commanding Officer's Technical Representative (COTR)</li> </ul>



## *Competency-Based Training Opportunitites*

### **AT Resource Management**

Skill Level	Proficiency		DEFINITION	
	Min	Max		
1	1	3	Demonstrates understanding of the different types of anti-terrorism funding sources, and can articulate requirements within this context; compiles justification packages and submits requests through Core Vulnerabilities Assessment Management Program (CVAMP); applies contracting rules and procedures to plan and execute procurement requirements, and initiates procurement requests; provides subject matter expertise to commanders and installations to define the scope and technical requirements for contracts and procurements and provides technical support for contractor activities.	
2	4	5		
3	5	5		
Course			Skill Level	Institution
Antiterrorism Officer (Advanced)			1	FPTD
CVAMP Training			2,3	AKO



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## *Behavioral Indicators*

### AT Program Review

#### DEFINITION

Conducts systematic assessment of AT programs against the prescribed standards such as the Joint Staff Integrated Vulnerability Assessment (JSIVA), the higher headquarters and combatant commanders requirements, the Automated Inspection Reporting System (AIRS 480), and the IG requirements; conducts spot checks on random AT measures.

Entry	Intermediate	Full Performance
<ul style="list-style-type: none"> <li>- Comprehends AT program standards and benchmarks requirements</li> <li>- Assists with basic internal AT program review</li> <li>- Assists with Tenant Command AT program reviews</li> <li>- Assists with corrective Courses of Action (COA) identified in AT program review</li> <li>- Assists with spot checks on random anti-terrorism measures</li> </ul>	<ul style="list-style-type: none"> <li>- Possesses expert knowledge of AT program standards and benchmarks requirements</li> <li>- Performs internal AT program reviews</li> <li>- Performs Tenant Command AT program reviews</li> <li>- Conducts spot checks on random anti-terrorism measures</li> <li>- Coordinates the development of corrective Courses of Action identified in AT program review</li> <li>- Coordinates with internal stakeholders for Higher Headquarters AT program reviews</li> </ul>	<ul style="list-style-type: none"> <li>- Possesses expert knowledge of AT program standards and benchmarks requirements</li> <li>- Performs internal AT program reviews</li> <li>- Performs subordinate Command AT program reviews</li> <li>- Develops trend analysis to identify common shortfalls within subordinate AT programs</li> <li>- Coordinates external AT program review</li> </ul>



## *Competency-Based Training Opportunities*

<b>AT Program Review</b>			
Skill Level	Proficiency		DEFINITION
	Min	Max	
1	1	3	Conducts systematic assessment of AT programs against the prescribed standards such as the Joint Staff Integrated Vulnerability Assessment (JSIVA), the higher headquarters and combatant commanders requirements, the Automated Inspection Reporting System (AIRS 480), and the IG requirements; conducts spot checks on random AT measures.
2	4	5	
3	5	5	
Course		Skill Level	Institution
Antiterrorism Officer (Advanced)		1	FPTD
Joint Staff MTT-Antiterrorism Program		1	DTRA



## *Behavioral Indicators*

### AT Risk Management

#### DEFINITION

Uses knowledge of risk planning, risk handling, risk monitoring, and risk documentation; correctly defines and identifies risks through review and analysis of threat information, criticality, and vulnerability; assigns likelihood and consequence ratings; identifies, evaluates, recommends, and implements courses of action (COAs) to manage risk at acceptable levels given program constraints, objectives, and resources; records, maintains, and reports various risk management activities. (\*This competency serves as the cornerstone of the AT program that integrates all AT efforts.)

Entry	Intermediate	Full Performance
<ul style="list-style-type: none"> <li>- Comprehends risk management process, principles, concepts, and application (e.g., mission analysis, asset identification, threat assessment, criticality assessment, vulnerability assessment, risk and cost benefit analysis)</li> <li>- Assists in the development of Courses of Action to mitigate risks</li> <li>- Assists in the analysis, evaluation, development, coordination, and dissemination of risk management methods and tools</li> <li>- Assists with entries into Core Vulnerability Assessment Management Program (CVAMP)</li> </ul>	<ul style="list-style-type: none"> <li>- Possesses expert understanding of risk management process, principles, concepts, and application (e.g., mission analysis, asset identification, threat assessment, criticality assessment, vulnerability assessment, risk and cost benefit analysis)</li> <li>- Defines and analyzes risk management, assessment, and mitigation procedures in accordance with organizational goals</li> <li>- Coordinates the development of Courses of Action to mitigate risks</li> <li>- Inputs appropriate entries into Core Vulnerability Assessment Management Program (CVAMP)</li> </ul>	<ul style="list-style-type: none"> <li>- Prioritizes resources based on consolidated risk management data</li> <li>- Develops and recommends risk management courses of action to senior leadership</li> <li>- Develops specific risk management policies and procedures; considers risk as a basis for every policy decision that is made</li> </ul>



## *Competency-Based Training Opportunities*

<b>AT Risk Management</b>			
Skill Level	Proficiency		DEFINITION
	Min	Max	
1	2	3	Uses knowledge of risk planning, risk handling, risk monitoring, and risk documentation; correctly defines and identifies risks through review and analysis of threat information, criticality, and vulnerability; assigns likelihood and consequence ratings; identifies, evaluates, recommends, and implements courses of action (COAs) to manage risk at acceptable levels given program constraints, objectives, and resources; records, maintains, and reports various risk management activities. (*This competency serves as the cornerstone of the AT program that integrates all AT efforts.)
2	4	5	
3	5	5	
Course		Skill Level	Institution
Antiterrorism Officer (Advanced)		1	FPTD
Antiterrorism Officer (Basic)		1	FPTD
CVAMP Training		2,3	AKO
Intelligence Analyst Training Program (IATP)		2,3	FLETC
Intelligence in Combating Terrorism		2,3	USAICS
Joint Staff MTT-Antiterrorism Program		1	DTRA
VAPO Vulnerability Assessment Protection Option (Level 2 Training)		2,3	USACE PDC



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# Security Emergency Services Internal Community Career Path

0080 AT	
<b>0080 CBRNE</b>	<b>0080 Physical Security</b>
<ul style="list-style-type: none"> <li>•Competency Gaps: CBRNE Planning; CBRNE Equipment &amp; Supply Management</li> <li>•Certification Gaps: Chemical/Biological Agent Detection &amp; Identification; Plume Modeling; Individual Protective Equipment; Chemical/Radiological Detection Equipment; Decontamination</li> <li>•GS9-11 is the recommended level to cross over</li> </ul>	<ul style="list-style-type: none"> <li>•No Competency Gaps</li> <li>•Certification Gaps: Army/FLETC/ASIS Physical Security Certification; Electronic Systems Administrator; Crime Prevention Specialist; Naval Security Manager's Certification; Electronic Security Systems Design;</li> <li>•GS4-7 is the recommended level to cross over</li> </ul>

This graphic shows the 0080 AT series other series that they can cross over into and be competitive in the hiring process.

A **Competency Gap** is the difference between the current competency level of employees and the required competency level.

A **Certification Gap** is the difference between the current certification levels of employees and the required certification levels.



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## *Acronyms Defined*

Acronym	Acronym Defined
AKO	Army Knowledge Online
DTRA	Defense Threat Reduction Agency
ESRI	Environmental Systems Research Institute
FEMA	Federal Emergency Management Agency
FLETC	Federal Law Enforcement Training Center
FPTD	Force Protection Training Division (FPTD), under the direction of the United States Army Military Police School
NAVAC ESC	Naval Facilities Engineering Command Engineering Service Center (NAVAC ESC)
NFA	U.S. Fire Administration
SDDCTEA	Surface Deployment and Distribution Command Transportation Engineering Agency (SDDCTEA)
USACE PDC	United States Army Corps of Engineers Protective Design Center (USACE PDC)
USAFSOS	United States Air Force Special Operations School (USAFSOS)
USAICS	United States Army Intelligence Center and School (USAICS)
USAJFKSWC	United States Army John F. Kennedy Special Warfare Center (USAJFKSWC)
USAMP FPTD	United States Army Military Police School, Force Protection Training Division

*\*For additional courses supporting the following behavioral competencies: Communication, Leadership, Self Management and Planning, Decision Making Problem Solving, Teamwork, and Health Safety please refer to the Civilian leadership Development (CLD Course Catalog. This catalog can be found on this website:*

*[https://www.manpower.usmc.mil/pls/portal/docs/PAGE/M\\_RA\\_HOME/MP/MPC/CWM/TRAININGRESOURCES/CIVILIAN%20LEADERSHIP%20COURSE%20CATALOG/MP\\_MPC\\_TR\\_C LCC\\_REF/FULL%20COURSE%20CATALOG.PDF](https://www.manpower.usmc.mil/pls/portal/docs/PAGE/M_RA_HOME/MP/MPC/CWM/TRAININGRESOURCES/CIVILIAN%20LEADERSHIP%20COURSE%20CATALOG/MP_MPC_TR_C LCC_REF/FULL%20COURSE%20CATALOG.PDF)*



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