

## Navy IPO Intern/Associate FAQs

- **What is Navy IPO?**

The Navy International Program Office (Navy IPO) is the Navy's Security Cooperation agent. Security Cooperation is broadly defined as those activities conducted with allies and friendly nations to build relationships that promote specified U.S. interests; build allied and friendly nation capabilities for self-defense and coalition operations; and provide U.S. forces with peacetime and contingency access:

As a subset of Security Cooperation, Security Assistance encompasses a group of programs, authorized by law, through which the U.S. Department of Defense (DoD) or commercial contractors provide defense articles and services in support of national policies and objectives. Security Assistance programs allow the transfer of defense articles and services to international organizations and friendly foreign Governments via sales, grants, leases, or loans to help friendly nations and allies deter and defend against aggression, promote the sharing of common defense burdens and help foster regional stability. Navy IPO (IPO-02) manages Security Assistance activities for the U.S. Navy, Marine Corps, and Coast Guard.

Another subset of Security Cooperation is International Armaments Cooperation activities which can occur in all phases of the defense acquisition management framework -- pre-systems acquisition, systems acquisition and sustainments -- and include capability determination, technology development, system development, production, and operations and support. Execution of such activities requires a legally binding arrangement/agreement between participating governments. Navy IPO (IPO-01) has a cadre of negotiators and counsel that support Navy Program Managers who desire to establish a formal relationship with another government as part of their acquisition program.

Navy IPO also has a Strategic Planning Directorate (IPO-03) whose efforts are geared to:

- Aligning naval international programs with the requirements and security cooperation priorities of U.S. war fighting commanders, and to support U.S. defense posture overall and the global war on terrorism (GWOT).
- Operationalize the security cooperation guidance of the senior defense and naval leadership, with a particular focus on supporting new initiatives such as global maritime partnerships, maritime domain awareness, and global fleet stations.
- Integrate naval international programs into the overall Navy and naval warfare enterprises.

All Security Cooperation activities must be reviewed to ensure that they are supported by Navy and or national level disclosure policy. Navy IPO (IPO-01) has a Division that is dedicated to support the establishment/review of disclosure policy to support these endeavors.

- **What are NACC and NAIP?**

The Naval Acquisition Career Center (NACC) manages the Department of the Navy (DON) Acquisition Intern Program (NAIP), a highly selective civilian training and education program that is tailored to various acquisition career fields and that can last up to three years. Upon successful completion of the NAIP, interns become DON career civilian employees.

The program is designed for recent college graduates and provides a structured management-training program including formal education, diverse rotational assignments, extensive on-the-job training, and graduate tuition assistance.

- **What types of positions are available?**

<b>Division</b>	<b>Division Responsibility</b>	<b>Job Area Description</b>
<b>IPO-01</b>	Interfacing with the US Government Executive branch (Departments of Defense, State, and Commerce), US Legislative branch, and US aerospace and defense industry to protect US technology and information from compromise/exploitation while assisting US industry in the export licensing of products and services. Negotiating Government-Government cooperative agreements and Data Exchange Agreements. Facilitating international visits and international personnel exchanges.	<ul style="list-style-type: none"> <li>❖ <b>Export License Review</b></li> <li>❖ <b>Disclosure Policy</b></li> <li>❖ <b>Cooperative Development/ Production Agreements</b></li> <li>❖ <b>Data Agreements</b></li> <li>❖ <b>International Personnel Exchanges</b></li> </ul>
<b>IPO-02</b>	Planning and coordinating international activities to provide allies and coalition partners with US Navy, US Marine Corps, and US Coast Guard air, ship, land, and underwater platforms; weapon systems; command, control, communications, computer intelligence, surveillance, and reconnaissance capability; training; facilities; and support equipment	<ul style="list-style-type: none"> <li>❖ <b>FMS Case Financial Management</b></li> <li>❖ <b>FMS Country Management</b></li> </ul>
<b>IPO-03</b>	Developing and implementing strategic plans to provide broad spectrum of mission capability to allies and partners in concert with the regional Combatant Commanders in Europe, the Pacific, Middle East, Africa, North America and South America. Assisting international partners by	<ul style="list-style-type: none"> <li>❖ <b>Strategic Planning</b></li> <li>❖ <b>Business Development</b></li> <li>❖ <b>Outreach</b></li> <li>❖ <b>Air &amp; Trade</b></li> </ul>

	providing excess ships and aircraft. Conduction out reach communications	<b>shows</b>
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- **Where will I be working?**

Navy IPO is located in Crystal City/Arlington at 2521 South Clark Street, Suite 800. It is within a 2 ½ block walk from the Crystal City metro station making commuting easy.

- **Will the position require me to travel?**

Depending on where are assigned in the IPO organization, travel may be required.

- **What are the work hours?**

At Navy IPO, we have flexible work schedules. A minimum of 8 ½ work hours is required per day. We also allow our employees to participate in an Alternative Work Schedule. The Alternative Work Schedule requires 9 ½ work hours per day. However, every other Monday or Friday, you can have a scheduled day off without taking annual or sick leave.

- **How will my pay/benefits be determined?**

Your pay will be determined based on experience and or education. Under the Intern/Associates Program, you will receive the same benefits as a federal government employee entering into civilian service.

The Department of the Navy offers excellent benefits. You will receive paid annual leave and sick leave. You will be eligible for retirement, health insurance, life insurance and Long Term Care insurance. NACC/NAIP will provide specific details regarding the benefits package available to interested Intern/Associate candidates.

All Federal employees are required to have Federal salary payments made by direct deposit to a financial institution of their choosing.

- **Can I submit my resume directly to the Navy International Programs Office (Navy IPO) for consideration?**

The proper application procedures require you to submit your resume through the Application Manager tool citing one of the Vacancy Identification Numbers (VINs) provided through our Intern/Associate Opportunities webpage.

In addition, we also recommend that you provide us with your resume so we are aware of your interest in these opportunities. Send your resumes to Ms. Anita

Queen ([anita.queen@navy.mil](mailto:anita.queen@navy.mil)) or Ms. Daphne Johnson ([daphne.a.johnson@navy.mil](mailto:daphne.a.johnson@navy.mil)).

- **Why are there different Vacancy Identification Numbers (VINs) cited on your Intern/Associate Opportunities webpage?**

We are canvassing widely for qualified candidates to recruit into our Intern and Associates Program. The different VINs will later allow us to determine which of our recruiting efforts provided the biggest payoff for finding candidates. This will allow us to narrow our efforts in future recruiting activities and achieve the same positive payoff – finding people like you to work with us. Good luck!

- **What is a "YA-0501-02?"**

"YA-0501" is the reference for a National Security Personnel System (NSPS) Professional/Analytical Pay band (YA) in the Budget/Financial Mgmt career series (0501). This is the pay band and career series we are using to hire for interns and associates vacancies.