



InfraGard National Sector Security and Resiliency Program (NSSRP)

Call for Applications: National Sector Chief (NSC) and Sector Subject Matter Expert (SME)

Dear InfraGard Member,

Critical Infrastructures are the enablers of our entire American way of life. Assuring their protection, security, operational resilience, and all condition preparedness, is the most fundamental of National and Homeland Security imperatives and vital to ensuring America's and its citizens' safety, security, quality of life and future.

Unfortunately, it is these Critical Infrastructures that are increasingly viewed as legitimate targets by an ever-growing array of global actors ranging from opportunists, criminals, hackers and hacktivists, to terrorists and Nation States.

To enhance timely, accurate and effective dissemination and exchange of information across all Critical Infrastructure sectors, the *InfraGard National Members Alliance* (InfraGard National) and *Federal Bureau of Investigation* (FBI) established the Sector Program with the goal:

To protect, secure, and ensure the operational resilience of the nation's interdependent, globally and Internet reliant critical infrastructure(s) by providing comprehensive expertise to communities throughout the land to assist all FBI field offices in protecting, securing and ensuring critical infrastructure resilience and all- condition preparedness in their areas of operations.

Towards these to ends, InfraGard National is now ***seeking applications from InfraGard membership*** to serve in one of two roles:

I. Specific Sectors We Are Seeking:

1. First, we seek those who wish to serve as **Sector Subject Matter Experts** for each of below listed Sectors.
 - A. Chemical
 - B. Communications
 - C. Commercial Facilities
 - D. Critical Manufacturing
 - E. Dams
 - F. Defense Industrial Base
 - G. Emergency Services
 - H. Energy
 - I. Financial Services
 - J. Food and Agriculture
 - K. Nuclear Reactors, Materials, and Waste Sector
 - L. Religious Facilities;
 - M. Transportation

N. Water and Wastewater

2. Second, we seek those who wish to serve as a **National Sector Chief** to expand the National Sector program to these additional Critical Infrastructure sectors.
 - A. Chemical;
 - B. Critical Manufacturing;
 - C. Dams;
 - D. Emergency Services;
 - E. Government Facilities Sector; and
 - F. Water and Wastewater Sector.

II. Minimum Qualifications for both Sector SMEs and NSC candidates:

The following qualifications apply to both Sector SME and NSC candidates:

1. Be an InfraGard member in good standing with your IMA.
2. Hold, at a minimum, a Bachelor's Degree in an area related to your sector; Masters or PhD level degree preferred.
3. Have been actively working within the target sector:
 - A. Five (5) years minimum (10,000 hours) for **SME** candidates; and
 - B. Ten (10) years minimum for **NSC** candidates.
4. Maintain awareness of current trends and threats in the sector through active engagement with multiple sector relevant professional organizations.
5. Demonstrate expertise (as specified in section III) as an SME and/or important stakeholder with a broad understanding, experience, and knowledge of the sector with interest in critical infrastructure protection; this can be demonstrated in many ways:
 - A. Written books/articles on area of expertise;
 - B. Hold requisite licenses, certifications, and/or trainings needed for expertise;
 - C. Testified in a court of law as a SME;
 - D. Been acknowledged in the media as a SME;
 - E. Hold a reputation in your field as a SME, and can provide multiple references acknowledging your expertise; or
 - F. Otherwise demonstrated expertise at national or global reach.
6. Possess strong briefing and communication skills.
7. Demonstrates ability to build effective relationships within their sector, other sectors, other communities (such as intel/fusion centers, DHS Protective Security Advisors, or other public/regulatory agencies).
8. Able to meet time and activity commitments as described below:
 - A. Time commitment (15-20 hours/month) to successfully discharge their duties;
 - B. Ability to travel to Washington, DC (1-2 times/year) if needed, to meet with FBI executives or SMEs;

- C. Willingness to review a limited amount of intelligence information, with the FBI, to assess threats within the sector; and
 - D. Contribute regularly to the sector community collaboration forums on the FBI portal.
9. Already holds or is willing and eligible to apply for a SECRET level security clearance.

III. Sector SME Responsibilities, Duties and Desired Expertise Requirements

*Provided below is a description of the responsibilities, duties, and specific expertise we are seeking for selection as **Sector SMEs**.*

- 1. Responsibilities:
 - A. Responsible and accountable to their Sector NSC for accomplishment of below listed duties and responsibilities.
 - B. Responsible to INMA and IMA leadership, and to the FBI to serve as a Subject Matter Expert (SME) for their Sector.
- 2. Duties:
 - A. Maintain currency on all FBI Headquarters and IMA sourced Critical Infrastructure threats, concerns, and information requirements.
 - B. Provide expertise, advice and assistance to the FBI, partners, and other sector oversight agencies.
 - C. Provide sector expertise, advice, and assistance to the InfraGard National Board, fellow NSCC members, Regional Representatives, and IMA Sector Programs.
 - D. Share relevant, timely, accurate, and actionable information to and from the FBI via personal contact, InfraGard Portal, FBI IGCs and/or iGuardian.
 - E. Contribute within your CISC to help build-out and sustain local IMA Sector Programs and to support FBI critical infrastructure protection priorities.
 - F. Support community outreach for critical infrastructure awareness, training opportunities, conduct of exercises, and continuing professional education programs.

IV. National Sector Chief Responsibilities and Duties

*Provided below is a description of the responsibilities and duties for selected **NSCs**.*

- 1. Responsibilities:
 - A. Responsible and accountable to the *InfraGard National Chairman* for strategic alignment of sector activities with over-arching InfraGard strategic plan, and to seek Board approval for significant projects and initiatives.
 - B. Responsible and accountable to *InfraGard National President* for service and support to IMA Presidents and for local Sector Chief Program mentoring.
 - C. Responsible and accountable to the *National Sector Program Manager (NSPM)* for accomplishment of below listed duties and responsibilities.
- 2. Duties:
 - A. Serve as the National leader, spokesperson and Subject Matter Expert (SME) representative for their Sector in all InfraGard National meeting, conferences, and annual Congress.

- B. Lead and sustain a CISC for your sector to serve as a pool of SMEs to support build-out and sustainment of local IMA Sector Programs and to support FBI critical infrastructure protection priorities.
- C. Maintain currency on all FBI Headquarters and IMA sourced Critical Infrastructure threats, concerns, and information requirements.
- D. Provide proactive expertise, advice and assistance to the FBI, partners, and federal sector oversight agencies.
- E. Provide sector expertise, advice, and assistance to the InfraGard National Board, fellow NSCC members, Regional Representatives, and IMA Sector Programs.
- F. Enable sharing of relevant, timely, accurate, and actionable information to and from the FBI via personal contact, InfraGard Portal, FBI IGCs and/or iGuardian.
- G. Communicate regularly with other NSCs and IMA Sector Chiefs regarding:
 - Two-way information exchange and community outreach efforts;
 - Development of critical infrastructure education opportunities;
 - Discovery of critical infrastructure protection, security and resilience innovations;
 - Identification and resolution of critical infrastructure issues (e.g. single points of weakness and/or failure); and
 - Capture of community critical infrastructure performance requirements.
- H. Advise IMAs on recruitment and retention of Critical Infrastructure owners and operators within their sector.
- I. Enable community outreach for critical infrastructure awareness, training opportunities, conduct of exercises, and continuing professional education programs.
- J. Prepare an annual program-plan for the sector, attend NSCC meetings (calls), and produce periodic reports of sector activities and achievements.

V. TERM OF OFFICE:

Sector SMEs and NSCs will be appointed for a two-year term by InfraGard National Chairman, with advice from the FBI Office of Private Sector (OPS). Reappointments or extensions are possible, at the discretion of the National Chairman.

VI. APPLICATION DIRECTIONS:

1. To apply for these positions, you must submit your application via the following survey link: [INMA NSSRP NSC and SME Application - InfraGard National Members Alliance](#)
2. The link will take you to a survey tool that will ask you to:
 - A. Enter demographic information – name, chapter, company, contact information;
 - B. Select the position you are applying for;
 - C. Upload your Resume highlighting experiences that qualify you for the position (be sure it covers all requirements in Section II above);
 - D. Upload a personal statement (not to exceed 2 pages) that describes:

- Why you are interested in the position; and
- How you feel your skills and expertise can help InfraGard and the FBI protect critical infrastructure.

VII. Summary

Review and selection for these positions will occur over the next few months. For questions, please contact Christine Karlson, NSSRP Manager at ckarlson@infragardnational.org.