



San Diego Imperial Valley High Intensity Drug Trafficking Area Program

POSITION ANNOUNCEMENT

Drug Intelligence Officer

San Diego Imperial Valley HIDTA

Employing Agency: Community Alliances for Drug Free Youth (CADFY)

This is a full time, at-will federal grant-funded position.

COMPENSATION

Pay: \$80,000 to \$90,000 plus benefits

LOCATION

San Diego Imperial Valley HIDTA Main Office and San Diego Law Enforcement Coordination Center

San Diego, California

The SDI HIDTA is seeking a qualified candidate for the Drug Intelligence Officer position. This position is a grant-funded position contingent upon annual San Diego Imperial Valley HIDTA (SDI HIDTA) funding from the Office of National Drug Control Policy (ONDCP).

SUMMARY

This position is established by SDI HIDTA and the employing agency will be CADFY. The High Intensity Drug Trafficking Area Program (HIDTA) is a federally funded program under the Office of National Drug Control Policy (ONDCP), which provides funding, training, intelligence sharing, and analytical support to law enforcement drug operations in designated areas of the state. Each HIDTA serves as a force-multiplier in their region, leveraging resources and partnering agencies toward a common goal. The HIDTA program has partnered with the Centers for Disease Control Foundation (CDCF) to develop the Overdose Response Strategy (ORS), an initiative designed to enhance public health-public safety collaborations and to strengthen efforts to reduce drug overdose deaths across HIDTA regions. The ORS places Drug Intelligence Officers (DIOs) and Public Health Analysts (PHAs) in states across the country to work collaboratively with various local, state, and federal agencies. The DIO and PHA gather, analyze, and disseminate vital information about substance use with a focus on actionable intelligence, trend information, and best practices for developing evidence-based responses to the opioid and other drug epidemic in their area. The DIO will facilitate interagency, public health-public safety collaborations, and distribute drug-related intelligence throughout California and the United States, in coordination with the other ORS DIOs.

Duties and responsibilities will include the following

- Work closely with the Public Health Analyst to facilitate collaboration between public health and public safety entities, such as data sharing, public safety-led linkage to care, naloxone distribution, and overdose spike responses.
- Establish points of contact with key federal, state, and local drug enforcement representatives to promote awareness and utilization of the DIO Network to:
 - Promote awareness of priority intelligence through coordinated meetings, trainings, and outreach opportunities
 - Coordinate the use of centralized databases for the timely exchange of information
 - Disseminate any information pertaining to any drug trafficking operations across jurisdictions
- Implement the Felony Arrest Notification program to track all drug felony arrests in California and notify the appropriate law enforcement agencies.
- Coordinate the collection and dissemination of relevant intelligence obtained from a variety of law enforcement and other sources to develop a timely and accurate picture of existing local drug markets.
- Provide analytical and case support for the HIDTA, local law enforcement, and other authorized agencies, such as but not limited to, preparing briefs, written reports, charts, graphs, and link analysis.
- Serve as a conduit for interstate requests for information.
- Will be responsible to work with the SDI HIDTA Initiatives to obtain data of their performance for publication in the Annual Report for the Executive Board

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of some of the knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Prior law enforcement experience at the federal, state, county, or local level.
- Meet security clearance requirements.
- Possess exceptional writing and public speaking skills.
- Proficient in Microsoft Word and Excel.
- Able to exercise sound judgment to work independently.
- Have a working knowledge of Intelligence systems.

LANGUAGE ABILITY

Ability to read, analyze, and interpret complex documents. Ability to respond effectively to sensitive inquiries or complaints. Ability to write speeches and articles. Ability to make effective and persuasive speeches and presentations on controversial or complex topics to top management, public groups, and/or executives.

REASONING ABILITY

Ability to apply principles of logic to a wide range of intellectual and practical problems. Ability to deal with a variety of abstract and concrete variables.

COMPUTER SKILLS

To perform this job successfully, an individual should have knowledge of Microsoft Office, especially Word and Excel.

OTHER SKILLS AND ABILITIES

Knowledge of modern office and organizational procedures, computer equipment, and various software applications; English language usage including: spelling, grammar, and punctuation; maintain records, files and sensitive data and information; compose general correspondence; understand the organization and operation of outside agencies as necessary; work independently in the absence of supervision and work under pressure to meet deadlines; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships; the ability to maintain strict confidentiality of sensitive information; meet public personnel tactfully and courteously and answer questions in person and over the telephone.

Education/Experience

- Bachelor's degree from an accredited four-year college or university preferred; or extensive investigative related experience and/or training; or equivalent combination of education and experience.
- Prior law enforcement experience at the federal, state, county, or local level.

Required Certificates and Licenses

- Valid California driver's license, or the ability to obtain one prior to employment
- U.S. citizenship
- Must pass criminal background check
- Must be able to obtain and maintain a Federal Secret security clearance.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to sit; use hands; and talk or hear. The employee is occasionally required to stand; walk; and reach with hands and arms. The employee must occasionally lift and/or move up to 50 pounds. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate. While performing the duties of this job, the employee is occasionally exposed to outdoor weather conditions.

WORK SCHEDULE

This position is a hybrid of working physically in the office and remote. Applicant will be required to work in the main HIDTA office at least 2 days a week.

Applicant will be required to travel locally, within California, and interstate as necessary.

RESUME SUBMISSION

All resumes with contact information are to be sent via email to:

HIDTA-DIO-jobposting@sdi.hidta.org

Resumes and at least three references must be received no later than **5:00pm PST on Wednesday, January 22, 2025**

Selection Process

- Review of resumes after final closing date.
- The most qualified candidates will be invited to participate in interviews.
- CADFY will not reimburse any travel-related or other expenses for those selected for an interview; or any travel/moving or other expenses of the selected candidate.

Interviews

- Location: San Diego, CA.
- **Date: February 18, 2025**
- If you are selected for an interview, you will be contacted and notified of the time and address of your interview to be conducted in-person or via video teleconference if reasonable accommodations are necessary.

Questions

- All questions related to this position announcement can be directed to: SDI HIDTA Deputy Director Ralph Partridge Ralph.Partridge@sdi.hidta.org or Director David King at David.King@sdi.hidta.org.