Planning Systems Support

Vernadero is a Veteran-Owned Small Business founded in 1999 to provide infrastructure and environmental program support to Department of Defense (DoD) installations and activities throughout the CONUS. As an exclusive DoD contractor, our organizational structure and range of services are tailored to DoD installation public works directorates and divisions and include Conservation, Compliance, Environmental Health and Safety, Planning, Engineering and Construction Services.

Vernadero is an experienced contract staffing supplier and business partner to DoD across the nation — providing contract staffing, program management, and program execution services. We deliver the best of both worlds to our DoD clients: the technical placement expertise, resources, and reach of Vernadero — combined with an established network into government enterprise and a comprehensive understanding of DoD business policies, processes, and procedures. We provide ongoing defense sector-specific professional development and training and reach-back support for our contract staff which increases their contribution to government agency productivity and efficiency.

General Description

The U.S. Army Reserve is responsible for more than 1,400 properties situated across the Nation. The successful candidate will be responsible for providing automated planning technical support services to ensure the population and facility requirements are properly documented which will support the operational readiness of reserve forces to mobilize and deploy to a wartime theater of operation. This position will provide technical expertise in Real Property and Analysis System (RPLANS) and Army Stationing and Installation Plan (ASIP).

The ideal candidate will be responsible for:

- Provides technical expertise and performance to support the successful management and employment of two enterprise automated planning systems (ASIP and RPLANS) at all levels of, and throughout, the Army Reserve facilities planning and management program.
- Support the facilities planning, construction, and unit stationing operations of the Army Reserve, and provide on-site training in the use of the ASIP and RPLANS systems to Army Reserve planners. Assist the Army Reserve in the analysis and evaluation the accuracy of the unit population and facility space data used to support the operations of ASIP and RPLANS.
- Assist ARIMD and the USARC subordinate commands and installations in the development and maintenance of their Real Property Master Plans.
- Coordinates with HQDA Staff elements, the Army Reserve Force Management Office, the HQs, USARC staff sections, the Army Reserve subordinate commands and installations, and other military services, to develop specific unit space requirements and resulting facility utilization.
Drafts correspondence, information papers, point papers, and provides Army Reserve facility planners and managers with recommendations on courses of action pertaining to Military Construction Army Reserve (MCAR) Future Year Development Plan (FYDP) to ascertain impacts on unit space requirements and facility utilization.

Reviews, requests and documentation for Army Reserve real estate actions to ensure sufficiency and consistency of data; contributes to planning and development of project documentation and materials required for construction and/or modification of Reserve facilities; sets up meetings, records minutes, follows assigned tasks through completion and ensures timelines are met to allow project execution.

Provide assistance to facility planners at ARIMD and at each Army Reserve RSC and Army Reserve installation headquarters for training in the deployment and integration of ASIP and RPLANS programs; and to validate requirements for real property and MILCON projects. Site visits will include a review and an assessment of user capabilities that affect Army Reserve facility data quality.

Schedules and facilitates the conduct of executive briefings for members of the Army Reserve leadership. As required, develops and presents training events to various elements of the Army Reserve community. Attend Army Reserve engineering and environmental workshops and conferences as well as meetings. Provide technical data to the meetings and provide a written one-page summary of events to DAAR-IM leadership following those meetings.

Qualifications

The following are minimum qualifications that applicants must possess:

- Bachelor’s degree related to planning Information Systems Analysis, or AICP certification.
  - Five years direct experience performing edit functions in either ASIP or RPLANS systems of record may be substituted for degree requirements.
- Minimum of 2 years of experience with Department of the Army systems of record that support real property data attributes.
  - The Headquarters, US Army Corps of Engineers provides training through the Department of Defense Master Planning Institute (http://dodmpi.org). Completion of the US Army Master Planning Practices foundation course (Prospect Course 241) may be substituted for the minimum experience requirement.
- Proficient in computer operations, networking, and telecommunications.
- Excellent written and oral communications skills including dealing with senior officials.
- Highly organized, fast learner, and able to work in a complex environment.
- U.S. citizenship and ability to travel nationwide required.
- Valid U.S. driver’s license.
- Be able to past a background check and obtain government security clearance.

Preference will be given to candidates that possess:

- Knowledge and experience with Department of the Army’s RPLANS and ASIP automation systems is highly preferred.
- Demonstrated understanding of the Army Reserve real property master planning program.
- Professional certifications in planning.
- Experience with the Department of Army and the Army Reserves.
- Prior military experience or Department of the Army experience or prior contract employment supporting the Army Reserve.