



INSPECTOR GENERAL  
CRIMINAL INVESTIGATOR ACADEMY  
384 Marana Circle  
Glynco, Georgia 31524

### **Detailed Instructor Opportunity to the Federal Law Enforcement Training Center**

The Inspector General Criminal Investigator Academy (IGCIA) is seeking nominations from member organizations of the Council of Inspectors General for Integrity and Efficiency (CIGIE) for criminal investigators and/or attorneys to serve as detailed instructors to the Federal Law Enforcement Training Center (FLETC), Glynco, Georgia. In the 1994 Memorandum of Understanding (MOU) between the FLETC and the President's Council on Integrity and Efficiency (PCIE), it was agreed that the Inspector General (IG) community would provide their pro-rata share of detailed instructors to the FLETC, as is the agreement with all of the FLETC's partner organizations. The MOU further states that the IGCIA will provide the IG community's consolidated training projections to the FLETC, and assign and manage the resulting allocations.

Based on the IG community's collective training allocations, we are required to provide instructors to the FLETC in each fiscal year. The IGCIA is responsible to provide the FLETC with detailed instructors from the IG community, and/or to collect and then transfer all of the funding required to fulfill the IG community's instructor support requirements to the FLETC. Each OIG with allocated seats in FLETC training programs is responsible for its pro-rata share of the collective IG community's total detailed instructional support requirement.

The FLETC will bill the IGCIA quarterly for each of the positions not filled by an instructor detailed from the IG community, based upon the annual salary and benefits of a GS-12, Step 8. Agencies detailing instructors to the FLETC are provided partial salary reimbursement at the same rate per instructor for their contribution on behalf of the IG community.

We currently have two criminal investigators detailed as instructors to the FLETC from Health and Human Services Office of Inspector General (OIG) and the General Services Administration OIG. The presence of these experienced IG investigators at FLETC benefits the entire IG community by virtue of their expertise in IG investigations, their input into FLETC curriculum, and their participation in IGCIA training programs and the FLETC's Criminal Investigator Training Program (CITP). Agencies interested in detailing an instructor to assist in fulfilling our obligation as Partner Organizations to the FLETC are encouraged to do so.

This assignment is a three-year tour of duty with limited extensions of up to two years with the concurrence of the FLETC. The FLETC agrees to pay reasonable personnel relocation expenses associated with the detailed instructor's transfer to the FLETC, including subsistence expenses while occupying temporary quarters for a period of not more than 60 consecutive days. The FLETC as a matter of routine will not include residence buy-back provisions. The employing OIG will accept all costs associated with the return of the detailed instructor to the employing agency.

It is the intent of the FLETC and the IGCI A to provide the best qualified instructors. With this in mind, the ideal detailed instructor candidate should possess a four-year college degree, have teaching or training experience, and have a minimum of five years of progressively responsible law enforcement experience. Lesser levels of formal education and a lack of teaching experience may be acceptable if there are significant levels of practical experience in the law enforcement field to demonstrate credibility as a subject-matter expert. Subject matter expertise is needed in such diverse topical areas as legal, interviewing, investigative techniques, computer crimes and technology, economic/financial crimes, physical techniques, use of force and firearms.

Instructors detailed to the FLETC from an Office of Inspector General (OIG) will receive supervision and administrative orders from their respective FLETC supervisor. The supervisors will have full authority to adjust the work assignments and hours of the detailed instructors. Every effort will be made to ensure equity between those assigned, whether agency detailed instructors or permanent FLETC staff. When required, overtime will be paid in accordance with and at rates applicable under law.

In order to be considered for this position, applicants should already have been granted, by their parent agency, a favorably adjudicated Minimum Background Investigation (MBI), as defined in DHS MD 11050.2, Personnel Security and Suitability Program, which is at least equivalent to a National Agency Check with Inquiries (NACI) or greater, commensurate with the employee's position sensitivity as described in the Office of Personnel Management (OPM) Position Sensitivity Designation Guidance.

It is critical to have quality personnel representing your agency and the CIGIE at FLETC. If you have an interested, qualified candidate, this detail assignment represents an excellent opportunity for your agency to make a contribution to the entire federal law enforcement community. Expect a significant return on your agency's investment, as this is an extraordinary developmental assignment. Please give this memorandum the widest possible distribution in your organization, and if an outstanding employee expresses an interest in being considered, kindly encourage and support his or her application. Please send your nominations with resumes by email to [angela.hrdlicka@cigie.gov](mailto:angela.hrdlicka@cigie.gov). Nominations will be forwarded to appropriate personnel at the FLETC . This opportunity will remain open until filled.

If you or your staff have any questions about this opportunity, please do not hesitate to contact IGCI A Director Angela Hrdlicka at 912-267-3801 or the above email address.