INTELLIGENCE ANALYSIS JOB FAMILY
CAREER PATH

Senior Intelligence Analyst
(May be utilized in a Non-Supervisory or Supervisory Role)
This is a seasoned professional position accountable for developing, leading, and conducting complex intelligence research studies and/or assessing the impact of intelligence gathered, and presenting findings to state and federal agencies, senior intelligence gatherers and policy makers, the legislature, the Governor, and staff, in an effort to make informed intelligence and policy decisions. Employees at this level formulate intelligence policy, conduct intelligence and policy research, serve as technical consultants, and develop complex intelligence forecasts. In addition, they may also lead an interdisciplinary team of analysts to develop reports and recommendations, and handle projects that are sensitive in nature or have significant financial or social impact. At this level, employees work with a high degree of technical expertise, and use substantial independent judgment when applying technical concepts and methodologies. In addition, they are considered experts in their particular field of assignment and may be called upon to provide expert testimony.

Knowledge, Skills, and Abilities
In addition to those identified in the previous levels within this career path:

Comprehensive knowledge of and the ability to demonstrate understanding and successful interpretation, explanation, and application of all assigned areas of intelligence analysis, as well as the laws, principles, and practices as they are related to implementation within the agency.

Comprehensive knowledge of and the ability to demonstrate understanding and successful interpretation, explanation, and application of the agency's policies, procedures, rules, and regulations in the performance of duties.

SUPERVISORY ROLE ONLY: Working knowledge of and the ability to demonstrate understanding and successful interpretation, explanation, and application of the principles and practices of supervisory and management techniques in the performance of duties.

Working knowledge of and the ability to demonstrate successful use of computer equipment and associated software/databases in the performance of duties.

Working knowledge of and the ability to demonstrate understanding and successful use of the principles and practices of project management techniques in the performance of duties.

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Possess and demonstrate successful communication skills in English via all modes of communication.

Possess and demonstrate successful management and prioritization of work within predetermined deadlines and stressful/adverse situations.

Possess and demonstrate the ability to successfully work as a team member and positively interact with a variety of people, as well as work hours as assigned.

Ability to demonstrate successful performance in the training and mentoring of junior staff.

SUPERVISORY ROLE ONLY: Ability to demonstrate successful performance in the engagement, training, mentoring, and supervision of assigned personnel and support staff.

Ability to demonstrate successful performance in the development of short and long-range plans that meet established objectives and contribute to the overall goals and mission of the agency.

Ability to demonstrate successful performance in the research, gathering, correlating, and analyzing of facts to develop statistical reports, charts, recommendations, and/or solutions in the performance of duties.

Ability to demonstrate successful performance and adherence to the rules of conduct for Patrol employees in accordance with General Order 26-02, as well as all other applicable agency policy and procedures.

Ability to demonstrate successful performance and adherence to policy and procedure in the care and maintenance of restricted and confidential information in the performance of duties.

Ability to work with material that may be of a sexual nature relating to criminal activity (e.g., written material, photographs, and/or verbal language, etc.)

Minimum Requirements *(The following represents the minimum qualifications used to accept applicants, provided that equivalent substitution will be permitted in case of deficiencies in either experience or education.):*

Bachelor's degree from an accredited institution and four years of relevant experience.

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Must be a United States Citizen, or a legal resident of a country participating in the Visa Waiver Program (VWP).

Must be a resident of Missouri at the time of appointment.

Must be able to obtain and maintain MULES Certification.

Must successfully complete Foundations of Intelligence Analysis Training (FIAT) within a period not to exceed six months after appointment (or as soon as course enrollment is available).

Must pass a comprehensive background check necessary to have access to criminal intelligence and other information in the Missouri State Highway Patrol.

Must be able to obtain and maintain a secret level Department of Homeland Security background/clearance or other federal background/clearance of equal security level.

Necessary Special Requirements

NON-SUPERVISORY ROLE: Documented successful completion of at least 26 hours of professional skill development and leadership training each calendar year.

SUPERVISORY ROLE: Documented successful completion of at least 40 hours of professional development and leadership training each fiscal year, in accordance with 1CSR 20-6.010.
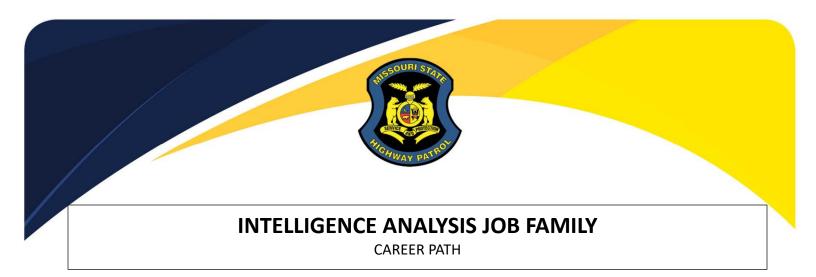
Possess and maintain membership with at least one organization as it relates to assigned area of responsibility.

Possess and maintain certification with at least one organization as it relates to assigned area of responsibility.

Pay grade: 28

FLSA Status: Exempt

Work Schedule: An employee in this position works an eight-hour shift as directed; however, working hours are subject to change at the discretion of the commanding authority.

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Effective: 07/01/2024   **Reviewed:** 07/01/2024   **Revised:** --