



POSITION DESCRIPTION

Vice President of Programs

VP/P | Executive Leadership Team

POSITION TITLE	Vice President of Programs (VP/P)
REPORTS TO	USGIF Chief Executive Officer
DIRECT REPORTS	Programs Manager and other program staff as assigned
FLSA STATUS	Exempt, Full-Time Executive
HERNDON COMP RANGE	\$220,000 – \$250,000 base + up to 15% annual incentive

ABOUT USGIF

The United States Geospatial Intelligence Foundation (USGIF) is a 501(c)(3) nonprofit educational foundation dedicated to advancing the geospatial intelligence (GEOINT) tradecraft and strengthening the global GEOINT community. USGIF works across government, industry, academia, professional organizations, and individual practitioners who develop and apply GEOINT to address national security and global challenges. The Foundation fulfills its mission through education and training, thought leadership, community-building programs, and events that accelerate innovation and professional excellence.

JOB SUMMARY

The Vice President of Programs is a senior executive responsible for translating USGIF strategy into an integrated, year-round portfolio of mission-relevant programs and stakeholder experiences. The role emphasizes operational excellence, mission relevance, and execution discipline.

The VP/P leads the development, integration, execution, and continuous improvement of USGIF's program portfolio, connecting events, mission programming, Working Groups, education and workforce activities, along with member engagement, and community programs around Foundation priorities. The role ensures these activities operate as parts of a connected strategic system.

Additionally, the VP/P is responsible for building year-round mission platforms that culminate in the annual GEOINT Symposium, ensuring programs begin with clear mission and stakeholder needs, engage the right participants, produce useful outcomes, and demonstrate measurable value.

Reporting directly to the CEO and serving as a member of the Executive Leadership Team, the VP/P works closely with the Vice President of Tradecraft, Chief of Staff, Vice President of Marketing and Communications, and other staff to turn USGIF's strategic direction into high-quality, mission-relevant execution.

KEY RESPONSIBILITIES

Strategy and Program Portfolio Leadership

- Serve as a member of the USGIF Executive Leadership Team and contribute to Foundation-wide strategy, annual planning, budget and organizational priorities.
- Translate USGIF's strategic direction into an integrated annual portfolio of programs aligned with Foundation mission, stakeholder needs, and annual mission and tradecraft priorities.
- Establish clear objectives, intended audiences, expected outcomes, resource requirements, and measures of success for major programs and initiatives.
- Evaluate the portfolio regularly and recommend when activities should be continued, improved, scaled, redesigned, or concluded.

Year-Round Programs and GEOINT Symposium

- Lead the strategy and development of USGIF's year-round program portfolio, including the GEOINT Symposium, Mission Focus, GEOINTeraction, focused convenings, and other Foundation programming.
- Build a connected annual program arc in which USGIF activities reinforce common mission and tradecraft priorities and create meaningful year-round engagement.
- Position the GEOINT Symposium as the primary convergence point for government mission needs, tradecraft development, industry capability, academic contribution, and community activity developed throughout the year.
- Provide executive leadership for GEOINT Symposium program strategy, themes, agenda architecture, stakeholder participation, and content integration.
- Partner with the Chief of Staff and Events team on event production, logistics, facilities, contracts, registration, and operational execution.
- Lead development of classified and unclassified programming.

Government and Stakeholder Engagement

- Represent USGIF with senior external stakeholders and serve as a credible ambassador for the Foundation.
- Deepen USGIF's foundational relationship with NGA while broadening engagement across the Intelligence Community, military services, combatant commands, defense organizations, relevant civilian agencies, and other organizations that produce, procure, use, or depend upon GEOINT.
- Develop a deliberate, year-round government engagement model with programs that engage senior leaders, mission owners, analysts, acquisition professionals, program managers, technical leaders, and working-level practitioners.
- Maintain strong relationships across industry and academia and create opportunities that connect mission need, commercial capability, tradecraft expertise, and workforce development.

Program Integration and Stakeholder Pathways

- Work with the Vice President of Tradecraft to integrate tradecraft priorities, Working Group activity, thought leadership and professional development into the broader USGIF program portfolio.
- Partner with Membership and other staff to connect year-round participation to tangible member and stakeholder value.
- Partner with the Director, Education and Professional Development to create clearer pathways for all stakeholders, especially the underserved groups (students, academics, small and nontraditional businesses, young professionals, rising leaders), to participate and contribute across USGIF.
- Create opportunities for stakeholders to progress from attendance to participation, contribution, and community leadership.
- Partner with Marketing and Communications to ensure USGIF programs are effectively positioned, communicated, and amplified.
- Establish repeatable cross-functional planning processes, timelines, decision rights, and operating cadences that support coordinated execution.

Performance and Measurement

- Establish a consistent framework for evaluating the performance and strategic return of USGIF programs.
- Identify the intended mission, stakeholder, institutional, and/or financial return for major programs and initiatives.
- Develop a limited set of meaningful measures that distinguish program activity, outputs, and outcomes.

- Use participation, engagement, stakeholder feedback, mission impact, program outputs, and financial performance to evaluate effectiveness and inform future investment.
- Provide the CEO and leadership team with clear visibility into program performance, resource requirements, risks, and opportunities.

Team Leadership

- Lead, manage, and develop assigned staff, establishing clear performance objectives aligned to Foundation priorities.
- Build a collaborative and accountable operating culture focused on quality, execution discipline, continuous improvement, and stakeholder value.
- Manage consultants, contractors, and program partners as appropriate.
- Support USGIF's approved international strategy through selective allied engagement connected to U.S. GEOINT mission priorities and domestic stakeholder value.
- Travel domestically and internationally as required in support of USGIF programs and strategic engagements.

POSITION QUALIFICATIONS

- U.S. citizenship required.
- Active TS/SCI clearance required, with ability to maintain the clearance independently of USGIF.
- 15+ years of progressively responsible leadership experience in national security, intelligence, GEOINT, defense, mission-focused or related environments.
- Demonstrated experience leading complex portfolios, programs, events, or strategic initiatives involving technology and multiple stakeholder communities.
- Demonstrated ability to develop a program strategy that unifies a stakeholder community and effectively translate that strategy into operating plans, programs, budgets, measures, and execution.
- Strong executive communication, facilitation, stakeholder-management, cross-functional leadership and decision-making skills.
- Experience with professional associations, nonprofits, membership organizations, or mission-focused convening organizations preferred.
- Bachelor's degree required; advanced degree preferred.

WORK ENVIRONMENT AND TRAVEL

- Hybrid work model with regular in-office presence in Herndon, VA (typically once per week).
- Monthly attendance at local DC-area events.
- Ability and willingness to travel domestically and internationally as required.
- All USGIF employees are expected to travel one week annually to support the GEOINT Symposium.
- Ability to lift up to 25 lbs. and stand/walk during on-site event production days.

EQUAL OPPORTUNITY EMPLOYER

USGIF is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, protected veteran status, genetic information, or any other characteristic protected by federal, state, or local law. USGIF is committed to providing reasonable accommodations to qualified individuals with disabilities throughout the application and hiring process. To request an accommodation, please contact hr@usgif.org