



DIRECTOR OF ACCREDITATION

Job Announcement and Position Description

The Cyber AB is seeking an experienced and visionary leader to serve as its Director of Accreditation. The Cyber AB was established to serve as the exclusive accreditation body for the U.S. Department of Defense's Cybersecurity Maturity Model Certification (CMMC) Program. The Cyber AB is directly responsible for the accreditation of the Authorized CMMC Third-Party Assessment Organizations (C3PAOs) and the CMMC Assessor and Instructor Certification Organization (CAICO).

The Director of Accreditation is a pivotal role responsible for the strategic leadership and oversight of the accreditation process. This position requires a deep understanding of accreditation standards, policies, and procedures to ensure the organization maintains its credibility and effectiveness. The Director will provide expert guidance to institutions seeking accreditation, manage the accreditation review and determination process, and contribute to the development and implementation of accreditation policies.

ABOUT THE CYBER AB

The CMMC Accreditation Body, Inc. (d/b/a The Cyber AB) is a private, independent, Maryland-based, nonprofit, 501(c)(3) tax-exempt organization that serves as the sole official non-governmental CMMC partner of the Department of Defense, via contract, supporting the registration, accreditation, and oversight of the CMMC Ecosystem.

DUTIES & RESPONSIBILITIES

- **Strategic Leadership:** Develop and implement the accreditation strategy aligned with The Cyber AB's mission, goals, and organizational responsibilities. Lead a team of staff, contracted support professionals, and working group members accountable for overall planning, implementation, and effectiveness of the accreditation program.
- **Accreditation Process Management:** Oversee the entire accreditation process, including application review, site visits, decision-making, and post-accreditation support. Ensure the accreditation process is efficient, transparent, and in compliance with ISO/IEC 17011.
- **Standards Development and Maintenance:** Contribute to the development, review, and revision of accreditation standards to ensure they are relevant, rigorous, and achievable.
- **Quality Assurance:** Implement quality assurance measures to maintain the integrity of the accreditation process.
- **Accreditation Adjudication:** Serve as the convening Chair of The Cyber AB Accreditation Council. Render final recommendations to the Committee on accreditation decisions and sign the accreditation scope for all accredited entities.
- **Stakeholder Management:** Build and maintain strong relationships with accredited institutions, regulatory bodies, and other external stakeholders.

- **Manage Partners and Subcontractors:** Serve as the primary responsible official and relationship manager for any partners and/or subcontractors supporting the corporation's accreditation enterprise, including those supporting information technology functions.
- **Team Leadership:** Lead and develop a high-performing team with experience in accreditation, records management, and quality assurance systems.
- **Communication:** Effectively communicate accreditation policies, procedures, and decisions to internal and external stakeholders.
- **Data Analysis:** Analyze accreditation data to identify trends, areas for improvement, and opportunities for innovation.
- **Professional Development:** Stay abreast of accreditation trends, best practices, and regulatory changes
- **Peer Recognition:** Adopt, modify and improve, and execute the existing plan for attaining peer recognition by ILAC and IAF in accordance with the ISO/IEC 17011 standard.
- **Information Management:** Oversee the implementation and maintenance of The Cyber AB's Quality Management System.
- Support The AB Board of Directors in all relevant activities.
- Foster a culture and framework of innovation and excellence.
- Collaborate with senior staff on various strategic initiatives.

REPORTING REQUIREMENTS

- Reports to The Cyber AB Chief Executive Officer (CEO).
- Receives annual performance review from The Cyber AB CEO.

QUALIFICATIONS EDUCATION/CERTIFICATIONS/LICENSES

- Bachelor's degree from an accredited college or university
- Advanced degree (preferred, not required)

SKILLS & EXPERIENCE

- Ten (10) years of work experience in the accreditation field
- Five (5) years of experience with the ISO/IEC 17011 standard
- Working knowledge of the ISO/IEC 17020 and 17024 standards
- Working knowledge of the CMMC Proposed Rules and CMMC Ecosystem.
- Advanced public speaking and communications skills and abilities

CONDITIONS OF EMPLOYMENT

- U.S. citizenship
- Must be able to receive an eligibility determination as a result of a Department of Defense Tier 3 background investigation
- Must be able to obtain a Department of Defense SECRET clearance, as necessary
- Adherence to, and active support of, The Cyber AB's equal opportunity, non-discrimination, ethics, and conflict-of-interest policies and standards.