

RESUME OF ELMER JAMES “JIM” MASON

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EXECUTIVE PROFILE

**Visionary Leadership ~ Strategic Planning ~ Innovative Problem-Solving ~ Instructor ~
Human Resource Management ~ Continuous Process Improvement ~ Ballistic Missile Defense
~ Change Management ~ Inter/Intra-Agency Collaborations
Top Secret – SBI Security Clearance**

A seasoned executive with over 45 years of experience leading and managing people with a proven record of success in operations management, training, and leader development, which has been honed as a senior military leader and defense contractor. A strategic thinker and sound resource manager with experience in building and leading diverse multi-disciplined teams to success, while driving organizational changes necessary to improve planning, preparations, and program management. Sound decision maker with superior verbal and written skills who combines keen analytical and management techniques to rapidly identify research, evaluate and resolve complex problems, having a marked impact on performance.

PROFESSIONAL EXPERIENCE

Principal Technical Consultant

PARSONS, Inc., Colorado Springs, CO

March 2020-Present

Responsible for ensuring key leaders within the organization (Wargames and Exercises/DTW) conduct cross-staff coordination; and that information and requirements are systemically transmitted between the Wargames and Exercises staff within the Missile Defense Integration and Operations Center (MDIOC) and higher Headquarters at Huntsville, AL. Supervise the administrative support staff in their duties of prioritizing information flow, preparing and processing administrative actions, scheduling appointments and meetings, and executing personnel administration and management functions, as appropriate. Prepare weekly reports for local Government Lead’s approval and submit on behalf of the Lead. Represent/attend and prepare charts for biweekly MDIOC Operations Meeting on behalf of MDA/DTW representing DT. Provides input and oversee the development and update of briefing materials/slides required to keep DT leadership informed on the work and mission accomplishments of Wargames and Exercises events originating from the MDIOC. Spans daily to weekly activities. Provides input and thinking to DTW-Colorado Springs Lead and Deputy as appropriate, in accordance with a senior SETA contractor responsibilities regarding management of tasks and schedule.

Principal Technical Consultant

PARSONS, Inc., Colorado Springs, CO

May 2016-March 2020

Responsible for “operational-level interface” between the Missile Defense Agency (MDA) Test and Warfighter communities specifically, Developmental Test (DT)/Operational Test (OT) activities and U.S Strategic Command’s Joint Functional Component Command for Integrated Missile Defense (JFCC IMD). Oversee the planning, design and execution of system-level operational tests and provide operational test expertise and advice. Interface with the MDIOC- assigned Operational Test Agency (OTA) and Director of Operational Test and Evaluation (DOT&E) representatives to develop Ballistic Missile Defense System (BMDS) test and demonstration requirements. Support Mission Readiness Test Activities and ensure that risk management plans are clearly defined, maintained, and implemented. Enable Warfighter participation in the development of future missile defense capabilities through MDA's test program. Directly interface with Combatant Commands and Service

Component staffs on test issues as they relate to global Missile Defense System operations. Ensure that Warfighter observations and recommendations during test activities are carried forward within the “Warfighter Involvement Process”. Support test planning for real world BMDS component deployments, contingency activations, and theater security cooperation programs. Facilitate Combatant Commands’ participation in the BMDS capability definition, design, development, integration, and delivery processes.

***Specifically for an eighteen month period, served as Lead designer and developer for Warfighter Simulations in support of Flight Test Integration-03; and Flight Test Operational-03, both included first use of technological advancements in the integration of operational components. (Customer Relations; Communication; Technical and Coordinating actions)

Lead Systems Analyst

Cobham, later PARSONS, Inc., Colorado Springs, CO

June 2010-May 2016

Provide Advisory and Technical Support for the ‘Senior DT Representative at Missile Defense Integration and Operations Center (MDIOC) regarding Missile Defense Agency (MDA) functions in support of Ground Test, Warfighter support, and Flight Test lines of effort. Assists in developing strategic plans, conducting analyses, and provides technical support in conducting warfighter interface; Flight Test and Ground Test Support as requested. Assist in facilitating the evaluation and disposition of technical test issues for both ground and flight tests from both internal and external test program stakeholders. On behalf of the Director for Test (MDA/DT), coordinate functional and support activities at the MDIOC in Colorado Springs. Provide executive-level oversight and manage all assigned test programs, resources, and support activities essential to providing BMDS capabilities and expertise to the Warfighters. Ensure that DT interests at the MDIOC are thoroughly represented and that DT equities are rightfully maintained. Serve as the principal DT interface to Joint Functional Component Command for Integrated Missile Defense (JFCC IMD) located at the MDIOC. Participate in selected JFCC IMD-led Working Groups of interest to MDA/DT and which impact Flight and Ground Tests, Combatant Command Engagement, and Wargames and Exercise Programs. To that end, monitor wargames and exercises and support MDA leadership engagement with Combatant Commands. Through MDA’s test programs, increase Warfighters’ understanding of the Ballistic Missile Defense System and ability to operate the system as delivered. Assist in enabling Warfighter acceptance of new capabilities by providing authoritative and technically sound recommendations across the broad spectrum of force development processes. (Leadership/Supervision; Teamwork/Cooperation)

Chief Scientist

SPARTA later COBHAM, Colorado Springs, CO

October 2006 –June 2010

Executive Contractor Support/Chief Scientist, Warfighter Support Center (MDA/DWO): Responsible for performing ‘Chief of Staff’ type duties for the Warfighter Support Center comprised of over 150 personnel geographically disperse throughout CONUS and OCONUS (5 Divisions; 1 Special Staff Section; and the Operations Support Functional Area). Serve as the principal assistant to the Director and Deputy Director, responsible for providing recommendations and analyses to support programmatic and technical issues affecting the fielding and operational aspects of the Ballistic Missile Defense System. Also assist in ensuring key leaders within the organization conduct cross-staff coordination and that information and requirements are systemically transmitted between the Missile Defense Agency and the war fighting community. Supervise the administrative support staff in their duties of prioritizing information flow, preparing and processing administrative actions, scheduling appointments and meetings, and executing personnel administration and management functions.

Director, Homeland Defense Division*SPARTA, Inc., Colorado Springs, CO**September 2005-October 2006*

Managed and oversaw SPARTA's Homeland Defense technical and professional support to Department of Defense agencies, specifically NORAD and US Northern Command. Responsibilities included developing business objectives, agendas, and organizational details of meetings with Prime Contractors and local contracting personnel to ensure SPARTA's interests were represented during contract support negotiations. Another key aspect of these responsibilities included having a working familiarity with the Commands' BMDS operational capabilities and exercise program.

Executive Officer to the Deputy Commanding General, U.S. Army Europe and Seventh Army*U. S. Army Europe, Heidelberg, Germany**July 2004-August 2005*

Personal assistant to the Deputy Commanding General (LTG/3-star) responsible for ensuring he was properly prepared for briefings, appointments, meetings, community visits and all travel. Prioritized and synchronized the flow of information, administrative actions, decision inputs, and guidance to command and staff agencies.

Deputy Operations Officer (Deputy G3), US Army Europe and Seventh Army*U. S. Army Europe, Heidelberg, Germany**June 2002 – June 2004*

Developed, formulated and implemented operational procedures, plans, policies and programs to support U.S. Army Europe and Seventh Army's military force provider and Host Nation Disaster Response requirements. Coordinated and supervised the Command's operational and exercise requirements, including the highly sensitive support of during the early phases of Operation IRAQI FREEDOM. Conducted direct coordination with both Joint and Multi-national headquarters to ensure the Command's forces met directed missions, to include routine and wartime requirements, as well as coordinating and aligning emerging technical capabilities with warfighting needs. Planned and executed an operating budget of \$4.1M.

Chief, Strategic Plans and Policy (J5)*Supreme Headquarters, Allied Power Europe, Mons, Belgium**July 2000-June 2002*

Reported directly to the Director of Operations (USAF, Major General) and the Supreme Allied Commander, Europe (USAF, General) for all matters related to near-term operational and contingency planning for North Atlantic Treaty Organization's (NATO) missions. Organized and directed the analytical process to assess NATO's military capabilities; short, medium and long-term political and military considerations; intelligence concepts design and development; and organizational restructuring needs. Personally lead the team of allied staff officers that wrote the plans which directly contributed to the evolution and implementation of the strategic and operational design for follow-on Contingency Operations in the Balkans.

Brigade Commander*5th Brigade, 78th Division (TS), Fort Meade, Maryland**June 1998-July 2000*

Commanded a multi-component organization that had a diverse training mission and an operating budget of \$2.1M. Directly responsible for over 300 Soldiers; with a training support span of control of 543 separate Reserve Component units and 76,000 Soldiers over a six state (MD, VA, WV, PA, and DE) area. Oversaw mobilization operations and coordinated defense support to civil authorities (DSCA) for federally declared disasters.

Battalion Commander

2nd Battalion, 2nd Infantry Regiment, Vilseck, Germany *May 1995-July 1997*

Commanded a forward deployed infantry battalion of 832 Soldiers and an operating budget of \$1.8M. Provided multi-echelon training programs that prepared the unit for combat and led contingency operations ranging from combined arms maneuver to peacekeeping operations in Bosnia-Herzegovina. Command leadership resulted in the battalion being awarded the 1st Infantry Division-level of the Chief of Staff of the Army's Award for Maintenance Excellence; V Corps recipient of the Phillip A. Connelly Award for Excellence in Army Food Service; and V Corps runner-up for the Chief of Staff of the Army's Award for Supply Excellence.

Infantry Officer

U. S. Army, Various Locations in US and Overseas *October 1975-May 1995*

Led and trained Soldiers in all aspects of infantry tactics, organizational development and mission responsibilities including: quality assurance; task execution; budget formulation and execution; personnel management and administration; and facilities management. U. S. Army Instructor qualified--Served as an Infantry Tactics Instructor at the Infantry Officer Advanced Course; and later, Commander of an Infantry Officer Basic Training Company at the U. S. Army Infantry School, Fort Benning, GA.

EDUCATION

Graduate, Studies in National Security Strategy and Policy (1998)

U. S. Army War College, Carlisle Barracks, PA

MMAS Master of Military Art and Science (1989)

U.S. Army Command and General Staff College, Fort Leavenworth, KS

M.S. Personnel Management and Administration (1988)

Troy (State) University, Columbus/Fort Benning, GA

B.A. Political Science (1975)

Knox College, Galesburg, IL

TRAINING AND QUALIFICATIONS

US Army Instructor~Certified Toastmaster~Graduate, Defense Support of Civil Authorities Phase II Course