

# PRESIDENTIAL MANAGEMENT FELLOWS (PMF) PROGRAM

## Agenda — Class of 2012 Finalists Job Fair March 19-21, 2012

Walter E. Washington Convention Center (WCC), 801 Mt. Vernon Place, NW, Washington, DC 20001

*The use of public transportation is highly recommended (Metro Line: Yellow/Green, M & 7<sup>th</sup> Streets, NW). All times shown refer to Eastern Time (ET) Zone.*

### Monday, March 19, 2012

*(NOTE: Job Fair interviewing will **not** be conducted on this day.)*

---

NOON – 6:00 PM	<b>Coat Check</b> Coat Check services are available for a nominal fee. Neither the PMF Program Office nor the WCC is responsible for lost or stolen items.	<b>WCC, Street Level, Room 148</b>
----------------	---	--

---

NOON – 6:00 PM	<b>Registration for Finalists and Federal Agencies</b> For admission to any part of this event, a participant must have an event identification displayed at all times. Participating Federal Agency personnel must display Government photo identification issued by their agency and use for registration check-in.	<b>WCC, Street Level, Concourse by Room 151AB</b>
----------------	--	---

---

1:00 PM – 4:00 PM	<b>Training Session for Finalists</b> Information for Finalists regarding PMF job search process and placement.	<b>WCC, Street Level, Room 151AB</b>
-------------------	--	--

Welcome	Carmen Andujar, Acting Student Programs Manager, U.S. Office of Personnel Management
---------	--

Keynote Speaker	Angela Bailey, Associate Director, Employee Services, U.S. Office of Personnel Management
-----------------	---

Program Overview and Placement Process	PMF Program Office Staff
--	--------------------------

Federal Background Investigations	M. Colleen Crowley, Deputy Associate Director, Federal Investigative Services, U.S. Office of Personnel Management
-----------------------------------	--

Q&A	PMF Program Office Staff
-----	--------------------------

---

4:00 PM – 6:00 PM	<b>Agency Exhibitor Move-In</b> All agency participants are reminded to display their event identification at all times.	<b>WCC, Lower Level, Hall C</b>
-------------------	---	-------------------------------------

Coat Check Closes at 6:00PM.

---

**Tuesday, March 20, 2012***(First day of Job Fair interviewing.)*

---

7:00 AM – 5:30 PM	<b>Coat Check</b> Coat Check services are available for a nominal fee. Neither the PMF Program Office nor the WCC is responsible for lost or stolen items.	<b>WCC, Street Level, 148</b>
7:00 AM – 8:30 AM	<b>Agency Exhibitor Move-In</b> All agency participants are reminded to display their event identification at all times.	<b>WCC, Lower Level, Hall C</b>
7:00 AM – 5:00 PM	<b>Registration for Finalists and Federal Agencies</b> All participants are reminded to display their event badge identification at all times.	<b>WCC, Street Level, Concourse by Room 151AB</b>
8:30 AM – 5:00 PM	<b>Job Fair (Exhibitors and Agency Interviews)</b>  <b>PMF Help Desk</b> The PMF Help Desk is available to answer questions pertaining to the Job Fair and the PMF Program for all participants. Agencies may also reserve overflow interview booths.	<b>WCC, Lower Level, Hall C</b>
5:00 PM	<b>Job Fair Concludes for the Day</b> Coat Check closes at 5:30PM.	<b>WCC, Lower Level, Hall C</b>

---

**Wednesday, March 21, 2012***(Last day of Job Fair interviewing.)*

---

7:00 AM – 4:00 PM	<b>Registration for Finalists and Federal Agencies</b> All participants are reminded to display their event badge identification at all times.	<b>WCC, Street Level, Concourse by Room 151AB</b>
7:00 AM – 4:30 PM	<b>Coat Check</b> Coat Check services are available for a nominal fee. Neither the PMF Program Office nor the WCC is responsible for lost or stolen items.	<b>WCC, Street Level, 148</b>
8:30 AM – 4:00 PM	<b>Job Fair (Exhibitors and Agency Interviews)</b>  <b>PMF Help Desk</b> The PMF Help Desk is available to answer questions pertaining to the Job Fair and the PMF Program for all participants. Agencies may also reserve overflow interview booths.	<b>WCC, Lower Level, Hall C</b>
4:00 PM	<b>Job Fair Ends</b> Coat Check closes at 4:30PM.	<b>WCC, Lower Level, Hall C</b>
4:30 PM – 6:00 PM	<b>Agency Exhibitor Move-Out</b> Participating agencies begin breakdown and move-out. Move-out officially begins at this date and time. Agencies must coordinate return shipping with the event decorator, if applicable.	<b>WCC, Lower Level, Hall C</b>

---

*Please deposit event badges in the drop-off boxes provided. Thank you.*