

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 & 7th 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	Coat Check Coat Check services are available for a nominal fee. Neither the PMF Program Office nor the WCC is responsible for lost or stolen items.	WCC, Street Level, Room 148
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NOON – 6:00 PM	Registration for Finalists and Federal Agencies 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.	WCC, TBD
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1:00 PM – 4:00 PM	Training Session for Finalists Information for Finalists regarding PMF job search process and placement.	WCC, Street Level, Room 147AB
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Welcome	Carmen Andujar, Acting Student Programs Manager, U.S. Office of Personnel Management
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Program Overview and Placement Process	PMF Program Office Staff
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Federal Background Investigations	M. Colleen Crowley, Deputy Associate Director, Federal Investigative Services, U.S. Office of Personnel Management
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Q&A	PMF Program Office Staff
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4:00 PM – 6:00 PM	Agency Exhibitor Move-In All agency participants are reminded to display their event identification at all times.	WCC, Lower Level, Hall C
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Coat Check Closes at 6:00PM.

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

7:00 AM – 5:30 PM	Coat Check Coat Check services are available for a nominal fee. Neither the PMF Program Office nor the WCC is responsible for lost or stolen items.	WCC, Street Level, 148
7:00 AM – 8:30 AM	Agency Exhibitor Move-In All agency participants are reminded to display their event identification at all times.	WCC, Lower Level, Hall C
7:00 AM – 5:00 PM	Registration for Finalists and Federal Agencies All participants are reminded to display their event badge identification at all times.	WCC, TBD
8:30 AM – 5:00 PM	Job Fair (Exhibitors and Agency Interviews) PMF Help Desk 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.	WCC, Lower Level, Hall C
5:00 PM	Job Fair Concludes for the Day Coat Check closes at 5:30PM.	WCC, Lower Level, Hall C

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

7:00 AM – 4:00 PM	Registration for Finalists and Federal Agencies All participants are reminded to display their event badge identification at all times.	WCC, TBD
7:00 AM – 4:30 PM	Coat Check Coat Check services are available for a nominal fee. Neither the PMF Program Office nor the WCC is responsible for lost or stolen items.	WCC, Street Level, 148
8:30 AM – 4:00 PM	Job Fair (Exhibitors and Agency Interviews) PMF Help Desk 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.	WCC, Lower Level, Hall C
4:00 PM	Job Fair Ends Coat Check closes at 4:30PM.	WCC, Lower Level, Hall C
4:30 PM – 6:00 PM	Agency Exhibitor Move-Out 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.	WCC, Lower Level, Hall C

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