PMF Class of 2019 Finalist Informational Webinar

Welcome! Again, congratulations on your selection as a Finalist for the PMF Class of 2019!

*This webinar is scheduled for **Wednesday, November 21, 2018, from 2:00-4:00pm (ET)** and will <u>not</u> be recorded or posted afterwards.*

You may listen to the audio portion through your computer/device speakers.

*NOTE: Finalists will <u>not</u> be able to ask questions orally **during** the presentation due to the large number of participants anticipated. Instead, please submit your questions in the Q&A messaging pod once activated at the end of the presentation. Our staff will be working on answering those questions in real time as much as possible and we will respond to questions out loud for all to hear as much as we can and as time permits. Any personal or sensitive questions will either be responded back directly or you may be asked to send us a separate email.*

We strongly advise Finalists to listen to the entire presentation and wait to ask questions when the "Q&A Pod" is activated. *We anticipate most of your questions will be answered by the presentation. A copy of these slides can be found under the "Become a PMF\Resources" section on the PMF website at <u>www.pmf.gov</u> (the last document posted on the webpage).*

As a reminder, please review the "Become a PMF\Find a Job" section and the "Become a PMF\FAQs" section on the PMF website at <u>www.pmf.gov</u>. Thank you!

Presidential Management Fellows (PMF) Program

Class of 2019 Finalist Informational Webinar

Agenda

- Welcome and Introductions

- Class of 2019 Stats

- Overview of the PMF Program

- Appointment Process

- The Fellowship

- Resources

- Open Q&A

PMF Program Office Team

- Arianne Gallagher, Program Manager

- Rob Timmins, Team Leader, Operations & Policy

- Ida Dalessandro-Felix, Training & Development

- Marilyn Wiley, Agency Relations

- Brandon Jacobsen, Communications & Alumni

- Cynthia Gloster, Project Management

- Jennifer Bledsoe, PMC Detailee

Class of 2019 Stats

- 4,045 Applicants
- 351 Finalists
  - Selected on Tuesday, November 20, 2018
- Representing 56 Disciplines
- Covering 113 Academic Institutions
- 12% Veterans

Program Overview

- Finalists have an appointment eligibility period of 1-year

  – Apply for or accept a PMF appointment by November 20, **2019**

- Two-year, full-time, paid position with benefits

- Initially appointed at GS-9, GS-11, or GS-12 (or equivalent)

- Veterans' Preference applies

- All degree requirements must be met by August 31, 2019, before onboarding

Program Overview

- Appointments are under the Pathways Programs, Schedule D Hiring Authority
- Two Year Fellowship
  - Fellowship Extensions
- Probationary Period
- Benefits
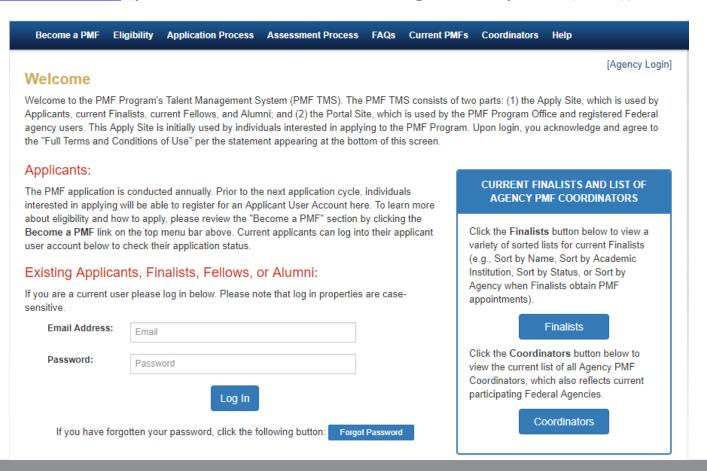- Finalists' Status Emails

Appointment Process

- PMF Appointment Opportunities
- Contacting Agencies
- Networking between Finalists/Fellows
- Interviews
- Appointment Job Offers
- Background Investigation
- Onboarding
- Status Change
- OPM Form 1306, PMF Appointment Intake Form

Appointment Process

- Offer Terms and Conditions

- Recruitment Incentives

- PMF Website

  – "Current PMFs" Section

- Withdrawals

- Appointment Eligibility Extensions

- Participant Agreement

Appointment Process

Screen shots on how to search for appointment opportunities via the *Apply Site* at https://apply.pmf.gov (part of the PMF Talent Management System (TMS))

Appointment Process

Appointment Process

Search Opportunities

Opportunities consist of the following:

1. **Appointment Opportunities**: These are *strictly for current Finalists* seeking their initial appointment. Appointment opportunities are posted by participating Federal agencies throughout the year. If you have a specific question about an appointment opportunity and/or agency, please contact the Agency Contact identified in the announcement or the Agency PMF Coordinator directly. A current list of Agency PMF Coordinators can be obtained by clicking on "Coordinators" on the top menu bar above. Once a Finalist is recorded as accepting or starting their PMF appointment, their status will change from Finalist to Fellow. Once a Finalists' status has changed, he/she will no longer have access to search for appointment opportunities.

   NOTE: Appointment opportunities fluctuate throughout the year. The PMF Program Office is constantly working with participating Federal agencies to post such opportunities. Finalists are not guaranteed a PMF appointment.

2. **Rotational Opportunities**: These are *strictly for current Fellows* seeking a rotation. Rotational opportunities consist of developmental assignments or other short-term rotations and posted throughout the year. The PMF Program requires all Fellows to complete at least one developmental assignment during their fellowship and should be documented on their Individual Development Plan (IDP). General information about training and development for Fellows can be found on the PMF website under the Current PMFs/Training and Development section. If you have a specific question about a rotational opportunity and/or agency, please contact the Agency Contact identified in the announcement or the Agency PMF Coordinator directly. A current list of Coordinators can be obtained by clicking on "Coordinators" on the top menu bar above.

3. **Training Opportunities**: These can apply to Finalists or Fellows who are seeking training opportunities. Federal agencies or other hosting organizations may post such training opportunities throughout the year.

   - Finalists: The PMF Program Office, Federal agencies, or other hosting organizations may post training opportunities relevant for current Finalists. Training opportunities for Finalists may be limited and include webinars or information sessions.

   - Fellows: Fellows *may* be able to count their participation towards the program's training requirements and document on their Individual Development Plan (IDP). Fellows should check with their Agency PMF Coordinator for any training policies and procedures to follow, and whether or not the training would count towards program requirements. Fellows would need to obtain supervisor approval as appropriate.

To cancel and be returned to the User Dashboard, click the **Return to User Dashboard** button below. If you wish to log out, click on the **Log Out** button in the upper right-hand corner of the screen. You will automatically be logged out after 30 minutes of inactivity.

NOTE: You may want to print a copy of the opportunity for your records. Once the opportunity closes, you will **not** be able to retrieve it.

| Appointment Opportunities | Rotational Opportunities | Training Opportunities |

Appointment Process

Appointment Process

Available Opportunities

Your search returned the following. The results appear in chronological order of the Closing Date of the announcement. For example, those opportunities about to close will appear at the top of the list. You may also sort the columns by clicking on the ⬍ icon within each column heading.

Select the row to view the details of the opportunity you are interested in. Please direct any questions about the opportunity to the Contact identified in the announcement.

If you wish to log out, click on the **Log Out** button in the upper right-hand corner of the screen. If you wish to conduct another search, click on the **Back to Search** button below. To be redirected to a list of participating agencies and view their profile page, click on the **Explore** button below. If you wish to **Return to User Dashboard**, click on the button below. You will automatically be logged out after 30 minutes of inactivity.

Showing 1 to 10 of 10 opportunities

Display 50 ▼ opportunities

Search: [   ]

First | Previous | 1 | Next | Last

Agency/Sub-Agency	Position Title	Announcement Number	Job Series	Opening Date	Closing Date
Department of the Treasury / Internal Revenue Service	Operations Research Analyst	PMF-AO-2019-2078	1515 - Operations Research	11/2/2018	11/14/2018
Department of Veterans Affairs / Veterans Health Administration	Management and Program Analyst	PMF-AO-2019-2079	0343 - Management And Program Analysis	11/5/2018	11/15/2018
Department of State	Foreign Affairs Officer	PMF-AO-2019-2082	0130 - Foreign Affairs	11/9/2018	11/15/2018
Department of the Air Force / AF Installation and Mission Support	Biological Scientist (Environmental Interdisciplinary	PMF-AO-2019-2083	0401 - General Natural Resources Management And Biological Sciences	11/8/2018	11/15/2018

Appointment Process

Appointment Opportunity

Announcement Details			
Last Updated: 11/14/2018 3:45:00 PM			
Announcement Number	PMF-AO-2019-[####]	**Type of Opportunity**	Appointment Opportunity
Position Title	[Title]	**Agency/Sub-Agency**	**[Agency]**
Opening Date	[mm/dd/yyyy]	**Hosting Office (if applicable)**	[Hosting Office]
Closing Date	[mm/dd/yyyy]	**Website Address**	[URL]
Number of Positions and Location(s)	[# in City, State]	**Job Series and Occupational Group**	[#### - Occupational Group]
Agency Contact	Name: [First and Last Name] Phone: ###-###-#### Fax: ###-###-#### Email: [email address]	**Background Investigation/Security Clearance Required**	[Level Needed; Most are Public Trust]
Recruitment Incentive	Yes or No	**Travel Required**	Yes, No, or Occasionally
Pay Plan, Grade Level, and Salary Range	GS-09 $56,233 to $73,105	**Promotion Potential**	GS-##

Appointment Process

Description of Organization:

This is where the agency will describe the organization (e.g., agency/sub-agency/hosting office).

Description of Position:

This is where the agency will describe the duties of the position.

Qualifications for the Position:

This is where the agency will describe the qualifications for filling the position.

How to Apply Instructions:

This is where the agency informs the Finalists on how to express an interest in the position (e.g., send a current resume to the Agency Contact identified above).

NOTE: Contact the Agency Contact identified above for any questions. If you have specific agency questions, contact the Agency PMF Coordinator. Finalists are not guaranteed a PMF appointment. Fellows must complete program requirements for potential non-competitive conversion to a term or permanent position at the end of their fellowship. This opportunity may be used to fill additional similar appointments. The closing time of this opportunity is 11:59pm (ET) if not otherwise posted or removed earlier.

Explore Screen

To explore an agency's profile, you may (1) use the drop-down menu below and click the **View Profile** button, (2) search for the agency by selecting "Ctrl-F," or (3) scroll through the screen below. An agency's profile may consist of the agency's logo, name, agency information, resources, list of appointment opportunities (if any), and the contact information for any Agency PMF Coordinator(s). **The profile is based on the information entered by the Agency PMF Coordinator.** Please contact the Agency PMF Coordinator directly for any questions.

Only those agencies that have an active Agency PMF Coordinator will be listed. A current list of Agency PMF Coordinators can be obtained by clicking on **Coordinators** on the top menu bar above. Please check back frequently for any updates.

If you wish to log out, click on the **Log Out** button in the upper right-hand corner of the screen. If you wish to return to the User Dashboard, click on the **Return to User Dashboard** button at the bottom of this screen. You will automatically be logged out after 30 minutes of inactivity.

You may filter the list of agencies to show only those with live PMF appointment opportunities at any time by clicking the box below; however, you may miss seeing those agency profile pages having agency information and/or resources posted by the Agency PMF Coordinator.

☐ Only show agencies with current appointment opportunities.

** Select Agency/Sub-agency ** ▼   **View Profile**

Explore Screen

Agency for International Development (AID)

Agency Information:

USAID is the lead U.S. Government agency that works to end extreme global poverty and enable resilient, democratic societies to realize their potential.

WHO WE ARE

USAID is the lead U.S. Government agency that works to end extreme global poverty and enable resilient, democratic societies to realize their potential.

The Conquest of Poverty

See how USAID and the U.S. Government are leading the fight to end poverty and support the #GlobalGoals: https://www.usaid.gov/globalgoals

...upport these goals, President John. F. Kennedy created the United States Agency for International Development by ...der in 1961. Learn more about USAID's History.

...ce to Foreign Countries

...assistance has always had the twofold purpose of furthering America's interests while improving lives in the developing ...D carries out U.S. foreign policy by promoting broad-scale human progress at the same time it expands stable, free ...eates markets and trade partners for the United States, and fosters good will abroad.

...ss than 1 percent of the total federal budget, USAID works in over 100 countries to:

...ote broadly shared economic prosperity;
...gthen democracy and good governance;
...ct human rights;
...ve global health,
...nce food security and agriculture;
...ve environmental sustainability;
...er education;
...societies prevent and recover from conflicts; and
...de humanitarian assistance in the wake of natural and man-made disasters.

Resources:
PMF Program Powerpoint 2018.pptx

Appointment Opportunities:
(No opportunities are available at this time.)

Agency PMF Coordinator(s):
Linda Wilson / liwilson@usaid.gov / 703-310-0669

The Fellowship

- Agency PMF Coordinator

- PMF Orientation Webinar

- Position Description

- Promotions

- Mentor

- Individual Development Plan (IDP)

- 80 hours of formal *interactive* training per year

- Developmental Assignment

- Optional Rotational Opportunities

The Fellowship

- Agency-specific Requirements

- Successful Performance Appraisals

- Certification and Conversion

- Reappointments

- Assist with Events

- Training Events

The Fellowship

- PMF LDP (Leadership Development Program)
  - Open to all 2017, 2018, and 2019 Fellows
  - Covers both years of the fellowship
  - Fulfills the bulk of the required training hours
  - Networking amongst peers (Fellows)
  - Includes a leadership assessment

Resources

- Agency PMF Coordinators

- Standard Forms 85/86

- OPM Form 1306

- Frequently Asked Questions (FAQs)

- Social Media

- PMAG (www.pmag.org)

- Hiring Fair

Past Questions

- Cover Letters and Resumes
- Previous/Current Background Investigations
- Current Federal Employee Finalists
- Job Opportunities on USAJOBS
- Number of Opportunities and Frequency

Questions and Answers (Q&A)

Please submit questions through the
Q&A pod on your screen.

Most questions can be answered by reviewing the "Become a PMF" section on the PMF website at www.pmf.gov, including the FAQs section.

We will try to answer questions out loud for all to hear and/or respond to questions in the pod. You may need to scroll through the questions for previous answers.