Presidential Management Fellows (PMF) Program

PMF Class of 2020 Application Cycle Briefing for Academic Stakeholders
Historical Background

• 1977: Executive Order (EO) 12008 created the Presidential Management Intern (PMI) Program

• 1982: EO 12364 opened to non-public policy students

• 2003: EO 13318 changed from PMI Program to Presidential Management Fellows (PMF) Program

• 2010: EO 13562 integrated PMF into the Pathways Programs (Interns, Recent Graduates, PMF)
  • Expanded eligibility to include recent graduates (within 2 years of earning master’s degree or above)
  • Other technical changes integrated
PMF Program: Purpose

Executive Order (EO) 13562 of December 27, 2010

The PMF Program ... aims to attract to the Federal service outstanding men and women from a variety of academic disciplines at the graduate level who have a clear interest in, and commitment to, the leadership and management of public policies and programs.
The PMF Program Has a Rich History of Presidential Leadership and Commitment

Celebrating a 40+ year legacy of developing high potential graduate degree holders into visionary leaders who transform government

**EO 12008 (1977)**
- Presidential Management Intern (PMI) Program
- Attract exceptional management potential with special training in planning/managing public programs & policies
- Schedule A 2-year appointments
- Public management backgrounds

**EO 12364 (1982)**
- Candidates with a commitment/interest in analysis and management of public programs
- Maximum of 200 PMIs selected yearly
- Colleges and universities nominate

**EO 12645 (1988)**
- Maximum of 400 PMIs selected yearly

**EO 13318 (2003)**
- Changes name to Presidential Management Fellows (PMF) Program
- Senior PMF for those with degree plus experience
- Schedule A or any agency excepted from competitive service
- Expands training and development requirements

**EO 13562 (2010)**
- Places PMF within Pathways Programs
- Schedule D Appointing Authority
- Revokes Senior PMF
- Optional for Agencies to convert
- Extends eligibility to include recent graduates
- Eliminates nomination process
PMFs Make a Positive Impact on Our Nation

Sean O’Keefe
- PMI at OMB
- Secretary of the Navy
- Administrator of NASA
- Professor of Public Administration
- CEO of Airbus

Sue Suh
- PMI at Department of Defense
- Chief Talent Officer at the Rockefeller Foundation
- Chief People Person at Time Magazine

Jill Dietrich
- PMF at the VA
- Associate Director of VA Longbeach Healthcare
- Acting Associate Director at DC VA Medical Center
- Director of Dayton VA Medical Center

Derek Kan
- Under Secretary of Transportation for Policy at DOT
- PMF at Office of Mgmt. and Budget
- Board member of Amtrak
- General Manager of Lyft
- Advisor at Elliott Management Corp.
How the PMF Program Works

- Eligible graduate students complete an on-line application and assessment.
- Applicants who meet our assessment cut score are adjudicated, leading to selection of Finalists.
- Agencies advertise opportunities to the Finalists, who can apply and interview for specific PMF positions.
- Finalists who accept a job offer are placed into a two-year, temporary appointment to the Federal Government as “Fellows.”
- Fellows learn leadership skills through a rigorous two-year training and developmental program provided by the PMF Program Office.
- Fellows can supplement their leadership development with other training to fulfill the 160-hour training required over their two-year appointment.
- Fellows are required to complete a 4-6 month developmental assignment and may complete additional rotations.
- Fellows successfully completing all program requirements may be non-competitively converted to a term or permanent position.
Who can apply? How to Apply?

Who Can Apply:
• Graduate Students world-wide
• Advanced Degree from an accredited institution
• Must have advanced degree requirements completed by Aug 31st following the application year
• May apply within the last year of study OR up to 2 years after completing advanced degree
• Either a U.S. Citizen OR have the ability to legally be able to work in the U.S.

How to Apply:
• Review the “Become a PMF” section on the PMF website (www.pmf.gov) for the next annual application
• Follow instructions and link found in announcement posted at www.USAJOBS.gov, when the application opens
Applicant Eligibility

• Advanced degree holders from accredited institutions:
  – Degree requirements completed by August 31st of the following year from applying, or
  – Conferred within the two years prior to the opening date of the PMF application period

• Advanced degree is defined as an academic degree conferred for completion of requirements beyond the undergraduate college level (e.g., master’s, professional, or doctorate)

• Completion of degree requirements includes the successful defense/completion of any required thesis/dissertation

• A Finalist cannot onboard as a Fellow until all degree requirements are met; agency may request an updated transcript as evidence
Application Process

- Application typically takes place annually in the fall
- Announcement is posted on www.USAJOBS.gov during the open period
- Applicants submit an on-line application to include:
  - Resume
  - Transcript (and/or alternative if you have not graduated with your master’s degree or above yet); *this document is meant to provide proof that you either have earned or are going to earn a master’s degree or above within the appointment eligibility timeframe*
  - Supporting documentation for any claims to Indian preference, veterans’ preference, and/or reasonable accommodations
  - Complete an On-Line Assessment
- Finalists selected, then have 12 months of appointment eligibility
- Upon securing position with a participating Federal agency → Fellow
- Finalists are not guaranteed a PMF position
- Approximate timelines on PMF website
Tips for Application Process

• Read the announcement and the “Become a PMF” section on the PMF website
  – Avoid third-party information
• Assemble and double check application documents, especially the transcript
  (and/or alternative); make sure they meet the criteria
• Avoid applying late; entire process can take 3+ hours to complete
• Add the following email addresses to “safe list”: pmf@opm.gov, no-reply@apply.pmf.gov, and pmfapplication@opm.gov; some school servers may block email delivery
• Applicants (including Finalists and Fellows) and academia should use the
  pmfapplication@opm.gov email address; whereas, Federal agencies and general public should use pmf@opm.gov for program inquiries
• When creating an applicant user account, recommend using a personal email
  address versus .edu email address
• Follow system and browser requirements for application and on-line assessment
Transcript Requirements

• The transcript (and/or alternative) must identify:
  – Applicant’s Name
  – College/University Name and/or Official Logo
  – Qualifying Advanced Degree Program
  – Date of Degree Conferred or Anticipated

• Transcript may be an unofficial transcript

• Some on-line transcript systems do not show all required elements so make sure your transcript meets all the requirements or upload an alternative

• An alternative is a letter from the appropriate school official (career services, registrar’s office, head faculty of degree program, etc.) their contact information, identifying all the required elements, on school letterhead, and signed by the official

• Documents must be in English and legible for consideration
Assessment Process

• Applicants assessed on the following competencies:
  – Adaptability
  – Integrity
  – Interpersonal Skills
  – Motivation to Serve
  – Problem Solving
  – Written Communication

• Reasonable Accommodations

• A PMF Assessment Preparation Guide is posted under the “Become a PMF\Assessment Process” section on the PMF website; available before the application launches and removed shortly after the application closes
Assessment Process (Continued)

- Applicants take an On-Line Assessment during the application process
- Independent work (applicants certify during application)
- On-Line Assessment consists of:
  - Situational Judgment Battery: Applicants indicate how they would respond in given situations
  - Life Experience Battery: Applicants respond to questions involving work- and education-related experiences
  - Problem Solving Battery: Applicants respond to multiple-choice questions designed to assess critical thinking skills and abilities
  - Essay: Applicants provide a written response to a question or topic
- Each battery is designed to assess on the competencies previously listed
- All parts are timed and un-proctored
# Tentative 2020 Timeline

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<tr>
<th>Date Range</th>
<th>Event Description</th>
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<td>October 3-17, 2019:</td>
<td>Application opens and closes at Noon (Eastern Time); Applicants submit materials and complete an on-line assessment</td>
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<td>Late-October\Early-November 2019:</td>
<td>Adjudicate Applicants for eligibility, school accreditation, claims for veterans’ preference and Indian Preference</td>
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<td>Week of November 25, 2019:</td>
<td>Based on assessment scores, agency workforce planning estimates, previous program statistics and trends, select and announce Finalists</td>
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<td>Early-December 2019:</td>
<td>Information Webinar for 2020 Finalists</td>
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<td>Throughout FY’2020:</td>
<td>PMF Class of 2020 Hiring Events and Agency Webinars</td>
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<tr>
<td>August 31, 2020:</td>
<td>Deadline to Complete Degree Requirements for 2020 Finalists who are Current Graduate Students (if applicable)</td>
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**NOTE:** The above timeline is subject to change. Please monitor the “Become a PMF\2020 Application” and “News” sections on the PMF website at [www.pmf.gov](http://www.pmf.gov) for any updates.
Informational Webinars

The following informational webinars are scheduled for prospective students and applicants for the PMF Class of 2020 application:

- Wednesday, September 18, 2019, from 4:30-5:30pm (Eastern Time)
  - This session is open to all disciplines
- Wednesday, September 25, 2019, from 1:00-2:00pm (Eastern Time)
  - This session is open to all disciplines, and will be co-hosted by The Lab at OPM with a specific focus on Design
- Wednesday, September 25, 2019, from 3:00-4:00pm (Eastern Time)
  - This session is open to all disciplines, with a specific focus on Scientific, Technical, Engineering, and Mathematics (STEM)
- Friday, September 27, 2019, from 2:00-3:00pm (Eastern Time)
  - This session is open to all disciplines
- Monday, September 30, 2019, from 2:00-3:00pm (Eastern Time)
  - This session is open to all disciplines, with a specific focus on Cybersecurity and Information Technology (IT)
- Wednesday, October 2, 2019, from 4:00-5:00pm (Eastern Time)
  - This session is open to all disciplines, with a specific focus on diversity and inclusion
What’s New for 2020?

• We will separately ask Applicants to identify the academic institution and program area of study for their undergraduate degree
  – Such information may help qualify Finalists for PMF positions and expand the search criteria for agencies
• Applicants will have the option to submit their undergraduate transcript
• Applicants will have the option to identify their top 5 States they are interested in obtaining a PMF appointment offer
  – This will be an optional question that has no bearing on the selection of Finalists
  – Such information will identify where geographically Finalists have interest
• The essay prompt for the on-line assessment will be changing
• Applicants will be asked to grant permission to have their application information and documents shared if not selected as Finalists
Selecting Finalists

- Factors considered when selecting Finalists:
  - Completed applications and eligibility
  - Assessment scores
  - Estimated projections from Federal agencies, statistics, and trends
- Applicants notified via email and on-line
- No appeal process and no score requests
- List of Finalists* posted to PMF website
- Announce Finalists to participating agencies
- Notify academia via posting to PMFCampus Listserv
- Post announcement on PMF website’s “News & Events”
- Finalists are not guaranteed a PMF appointment

* Only those Applicants who granted their permission to be publically listed.
Placement Process

• Finalists search for PMF appointment opportunities on PMF website
  – Finalists electronically notified of each posted appointment opportunity

• Available positions change throughout the year

• PMF Program Office sponsors a hiring event and will invite Finalists once scheduled

• 12 months from the date selected as Finalists to secure a PMF appointment

• Employment policies and incentives determined by individual agencies

• Finalist must meet the qualifications of the PMF position

• Appointment Eligibility Extensions
  – If a Finalist has accepted a PMF appointment but cannot onboard by the deadline, an agency may request an extension
PMF Appointment

- Two-year, full-time paid position with benefits
- Initial appointment at the GS-9, 11, or 12 (or equivalent), based on applicant qualifications and agency needs
- Promotion potential up to the GS-13 (or equivalent) during fellowship
- May non-competitively convert to a term or permanent position
- Typical career path with limited experience (or equivalent):
  - Appointment - GS-9, $57,510 - $74,759
  - 1-year Anniversary - GS-11, $69,581 - $90,461
  - Program Completion - GS-12, $83,398 - $108,422

NOTE: The salaries shown are based on a range covering the Washington, DC, metro area for 2019. Salary tables are typically adjusted annually in January and based on geographic location.
Potential Appointment Benefits

- Student Loan Repayment Program
- Public Service Loan Forgiveness Program
- Flexible Spending Accounts
- Health, Vision, and Dental Insurance
- Paid Vacations, Holidays, and Sick Leave
- Public Transportation Subsidy
- Life Insurance
- Long-Term Care Insurance
- Retirement Plan and Thrift Savings Plan
- Telework and/or Flexible Work Schedules

NOTE: Some benefits are at the discretion of each Federal agency.
Miscellaneous Notes

• PMF positions for non-U.S. citizen Finalists are extremely rare
• Due to privacy concerns, we are unable to provide academia with a list of applicants affiliated with their schools and information about their application
  – When Finalists are announced, a list of Finalists can be found on the PMF website (if we have permission from them to do so). The list shows the Finalists’ name, college/university, and qualifying advanced degree.
• PMF appointment opportunities fluctuate throughout the year
• Over the past few years we have averaged 6,000 Applicants, selected 400 Finalists, and 60% obtain PMF appointments
• Applicants can monitor their progress during the application and track their application submission and status on-line
Resources for Academia

Several resources are provided under the “Academia” section on the PMF website:

- General guidance for academia
- Participant Timeline...from Start to Finish
- PMF Application Timeline
- PMF Fellowship Timeline
- Flyers to post throughout campus
- General PMF Program Presentation to use on campus
- An “Application Criteria” document is posted to identify a list of degree disciplines, languages, and various skills typically collected during the application
Resources for Academia (con’t)

• Frequently Asked Questions (FAQs)
• Link to Current Finalists
• Annual Academic Stakeholders Meeting
• PMFCampus Listserv
  – The PMF Program Office is researching alternative tools for communicating to program stakeholders
  – The use of Listservs will be phased out
Contact Information

Presidential Management Fellows Program
U.S. Office of Personnel Management
1900 E Street NW, Room 2469
Washington, DC  20415

• Website:  https://www.pmf.gov

• Subscribe to PMF listserv from homepage

• Review “Become a PMF” section on PMF website

• Application and Assessment Inquiries:  pmfapplication@opm.gov