



a New Day for Federal Service

Presentation for Academic Institutions

Presidential Management Fellows
Class of 2014



Historical Background

- 1977: Executive Order 12008 created the Program
- 1982: EO 12364 opened to non-public policy students
- 2003: EO 13318 changed from Presidential Management Intern (PMI) to Presidential Management Fellows (PMF) Program
- 2010: EO 13562 reinvigorates the Program
 - Creates the Pathways Programs, which includes the PMF Program
 - Expands eligibility



PMF Opportunities

- Two-year full-time paid position
- Initial appointments at GS-9, 11, or 12 (or equivalent), based on applicant qualifications and agency needs
- Promotion potential up to GS-13 (or equivalent) during fellowship
- Potential conversion to a permanent position
- Typical career path with limited experience (or equivalent):
 - Appointment - GS-9, step 1
 - 1-year anniversary - GS-11, step 1
 - Program completion - GS-12, step 1



Federal Benefits

- Student Loan Repayment Programs
- Flexible Spending Accounts
- Health and Dental Insurance
- Paid Vacations and Sick Leave
- Life Insurance
- Long-Term Care Insurance
- Retirement Plan
- Additional information can be found at:
<http://www.opm.gov/healthcare-insurance/Guide-Me/New-Prospective-Employees/>



Career Fields

Open to all disciplines, including:

- Accounting/Finance/MBA
- Information Technology/
Cybersecurity
- International Affairs/Policy
- Health/Medical Sciences
- Business Administration
- Public Policy
- Human Resources
- Public Administration
- Environmental Sciences
- Statistics
- Federal Acquisitions



Career Fields

For 2014, particular need for Science, Technology, Engineering, and Mathematics (STEM) disciplines:

- Aeronautical/Astronautical Engineering
- Animal Sciences/Veterinary
- Biology
- Biomedical Engineering
- Chemistry
- Epidemiology
- Food Science
- Mathematics
- Nutrition/Nutritional Biology
- Oceanography
- Pharmacology
- Physics
- Public Health
- Toxicology



Attorney Positions

- Law students eligible however Federal attorneys hired under a different appointing authority
- PMF Program is not designed to provide training and experience to compete for an attorney position
- Positions that may be considered for a PMF appointment:
 - Paralegal Specialist
 - Hearing & Appeals Specialist
 - Labor Relations Specialist
 - Contract Specialist
 - Estate Tax Examiner
 - Policy Analyst



PMF Program Overview

- Very competitive and rigorous application and assessment process
- Solicits eligible individuals annually
- Finalists seek appointments as Fellows
- Two-year fellowship of training and development



Multiple Tracks

- Traditional
- Finance Fellows
- PMF-STEM



Eligibility

- Graduate students from any academic disciplines who expect to complete an advanced degree (masters or professional) from a qualifying* college or university during the academic year (September 1, 2013 - August 31, 2014)
- Those who completed an advanced degree from a qualifying* college or university no more than 2 years prior to the opening date of the PMF Program's announcement

* Generally, the institution must be accredited by an accrediting body recognized by the Secretary of the U.S. Department of Education



Fellowship

- Program requirements consist of:
 - Minimum of 80 hours of training annually
 - At least one 4-6 month developmental assignment
 - Optional rotational opportunities
 - Assignment of senior-level mentor
 - Participant agreement
 - Individual development plan
 - Annual performance plan
 - Agency-specific requirements, if any
- Training and development geared towards target position
- Upon successful completion, may be non-competitively converted to a term or permanent position



2014 Application Process

Application dates are October 1-15, 2013

- Submit an on-line application
- Upload resume and transcript (or equivalent)
- Complete on-line assessment and 3 applicable essays
- Successful Semi-Finalists invited to in-person assessment center
- Finalists announced in early 2014
- Upon securing position with a Federal agency → Fellow
- Approximate timelines on PMF website



Assessment Process

- Applicants and Semi-Finalists assessed on the following:
 - Problem Solving
 - Interpersonal Skills
 - Oral Communication
 - Written Communication
 - Public Service Motivation
 - Personal Accountability
 - Adaptability
 - Technical Competence (for PMF-STEM)
- 2014 Assessment Preparation Guide will be posted under “Become a PMF\Assessment Process” section at www.pmf.gov



Assessment Process: On-line, Un-proctored

- Applicants take an on-line assessment during the application process
- INDEPENDENT WORK (do not review, edit, assist in any way)
- On-line assessment
 - Situational Judgment Test
 - Applicants indicate how they would respond in given situations
 - Personality Test
 - Applicants respond to behavioral questions
- 3 essays completed during the application taken into consideration during the in-person assessment
- Semi-Finalists selected based on eligibility, complete application, and on-line assessment results



Assessment Process: In-Person Assessment

- Semi-Finalists participate in in-person assessment consisting of competency-based questions
- Participate at own expense
- Half-day process
 - Individual behavioral interview
 - Group exercise
 - Proctored written exercise
- Conducted in Washington, DC; January-February 2014
- Scores factored in selection of Finalists



Placement Process

- Agencies notified shortly after Finalists are selected
- Finalists invited to attend PMF Virtual Job Fair (Spr '14)
- Finalists search for agency positions on-line via the PMF website
- Available positions change throughout the year
- 12 months from the date selected as Finalists to secure appointment with agency → Fellows
- Employment policies and incentives determined by individual agencies
- All degree requirements must be completed prior to onboarding, including the successful defense/completion of any thesis/dissertation



Application Tips

- Successful application package
 - Resume
 - Transcript (or alternative)
 - Supporting documents if claiming veterans' preference, reasonable accommodations, and/or Indian preference
 - Completed on-line assessment
 - Completed 3 applicable on-line essays
- Ensure system and browser requirements are met
- Sufficient time (~ 3 hrs) to prepare, review, and submit prior to announcement closing
- Review all instructions and FAQs
- Additional details found under the “Become a PMF” section of the PMF website (www.pmf.gov)



Stay Connected

Interested individuals should join the PMF Listserv to receive important information (ex. application and eligibility information, newsworthy events, program changes)

- Email listserv@listserv.opm.gov using plain text formatting (without signature or attachments)
 - In the body of the email enter, “**Subscribe PMF**”
 - Subscriber will receive a confirmation after joining
- Or subscribe instantly on-line at
 - <http://listserv.opm.gov/wa.exe?SUBED1=PMF&A=1>
- Monitor “News & Events” section on PMF website



Contact Information

Presidential Management Fellows Program

U.S. Office of Personnel Management
1900 E Street NW, Room 6500
Washington, DC 20415

Application Inquiries: pmfapplication@opm.gov *

Facebook Page: www.facebook.com/PMFProgram

Website: www.pmf.gov

*** NOTE:** Please use the pmfapplication@opm.gov mailbox for all inquiries regarding the application cycle. Applicants should follow the *Help* instructions provided during the application process for technical assistance.