

# PMF Perspectives



## Subomi Adeyemo

Epidemic Intelligence Officer (Division of Parasitic Diseases and Malaria at CDC)

Pharmacy (PharmD)

Georgia '16

PMF is a dynamic program for individuals committed to public service. As a PMF, I worked on supply-chain-related projects focused on improving HIV treatment for vulnerable & underserved populations in Uganda, Kenya, South Africa, & Cameroon.



## Tchelet Segev

Project Engineer/Manager, U.S. Forest Service

Environmental Engineering

MIT '18

The PMF allowed me to lead multi-million-dollar projects right out of grad school. I've managed many partnerships, fire restoration efforts, infrastructure development, and habitat restoration with the U.S. Forest Service thanks to the PMF program!



## Kyle Thetford

Financial Analyst, Small Business Lending Markets, Consumer Financial Protection Bureau

International Relations and Economics

Johns Hopkins School of Advanced International Studies (SAIS) '20

I joined the PMF program as part of a career pivot from the private to public sector since it offers a unique opportunity to start out doing federal policy work. It has allowed me to use my financial skills to protect consumers during the pandemic.



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# Presidential Management Fellows (PMF) Program

*Launching a Career in the Federal Government through the PMF Program*

*Presentation for Potential Applicants*

## 2025 PMF Application Dates:

**Noon (ET), Wednesday, September 4 –  
Noon (ET), Wednesday, September 18, 2024**

September						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

# PMF Motto



**Our Motto:** *“A call to lead, a call to serve”*

The Presidential Management Fellows (PMF) Program is the Federal Government’s premier leadership development program for advanced degree holders across all academic disciplines. It is a two-year fellowship, full-time, with full salary and benefits leading to a career in Federal service.

# PMF Program Mission

## PMF Program Mission:

To recruit and develop the next generation of Federal Government leaders drawn from all segments of society.

*For over 45 years, the PMF Program has existed to provide Federal agencies with a pipeline of emerging leaders across all academic disciplines who represent the broad diversity of the United States.*



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# Fellowship Components

- Leadership Development Opportunities
- Individual Development Plan
- Minimum of 160 hours of formal interactive training
- At least one 4 to 6 months Developmental Assignment
- Optional rotational opportunities
- Assignment of senior-level Mentor

# Fellowship Components (Federal Job +)

- **Benefits of a Federal employee**, such as insurance plans (health, dental and vision, life, long-term care, and flexible spending accounts), paid holidays, leave, flexible work hours, and Thrift Savings Plan
- Potential for **other benefits** such as Public Transportation Subsidies, Telework/Remote work, and Student Loan Repayment
- **Opportunity to noncompetitively convert** to a term or permanent Federal position upon successful completion of program requirements

# Where Have PMFs Been Placed

**Where do  
Fellows  
Work?**

Since 2014



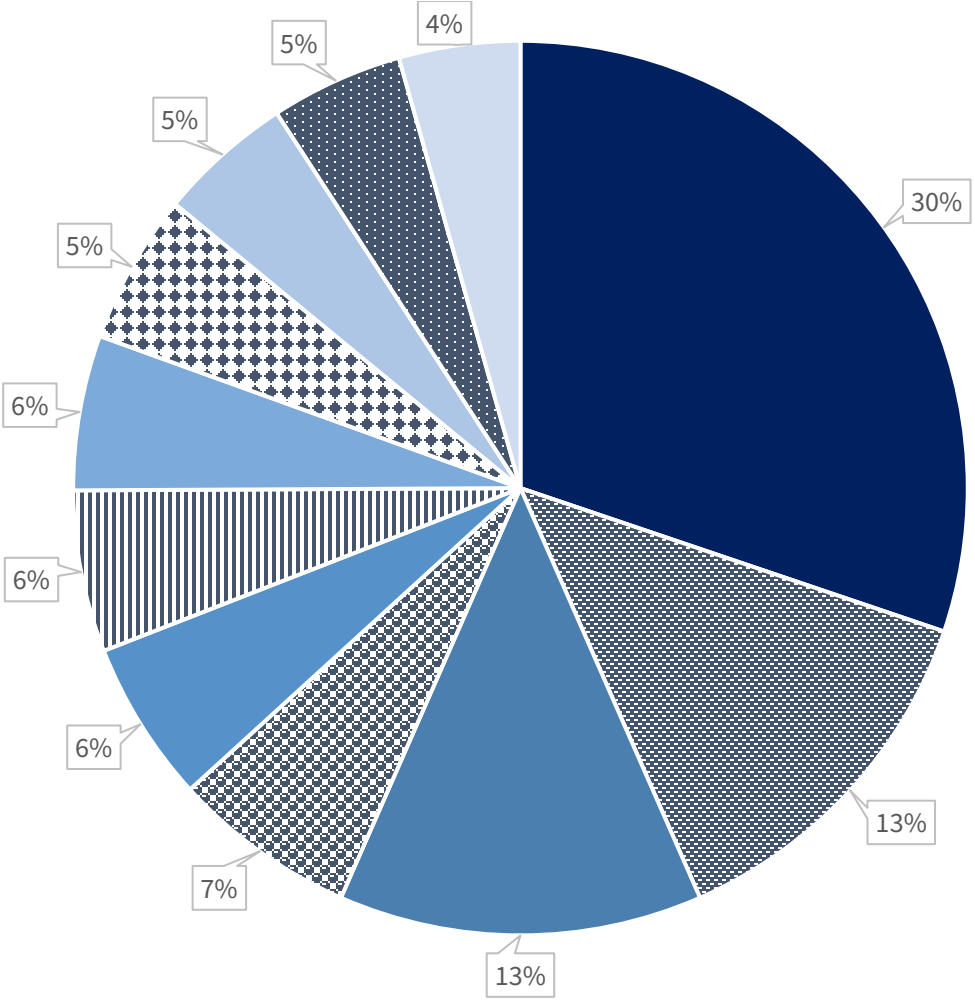
**over 100 Federal agencies**  
42 agencies and 122 sub-agencies

Since 2017



**27 States**

# Where Do PMFs Work? (By Federal Agency)

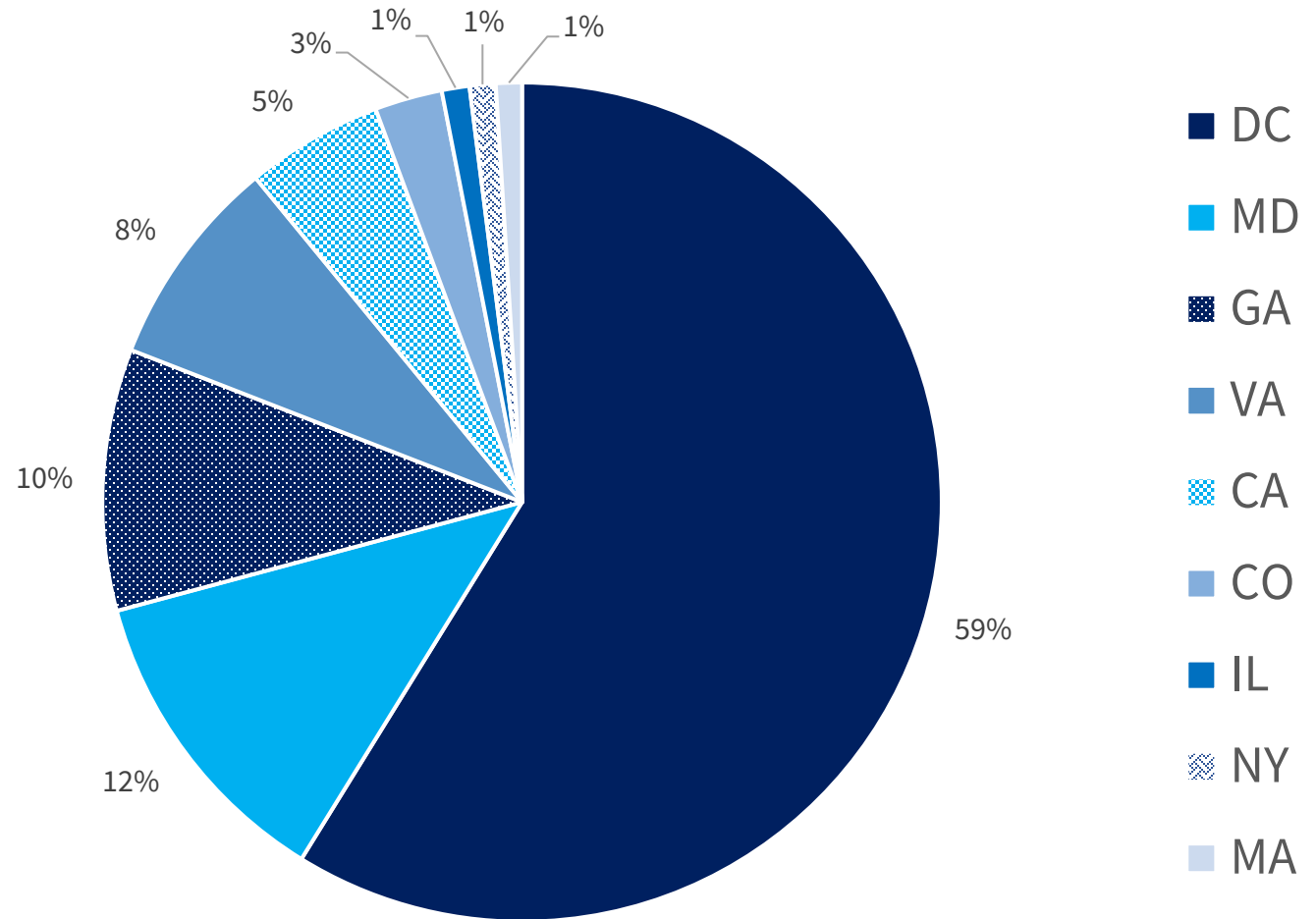


- Department of Health and Human Services
- ▣ Department of Agriculture
- Department of State
- ▣ Agency for International Development
- Department of Commerce
- ▣ Department of Homeland Security
- Department of Treasury
- ▣ Department of the Interior
- Department of Housing and Urban Development
- ▣ Department of Labor
- Department of Veterans Affairs



# Where Do PMFs Work? (By State)

- Over the past five years (2019-2023), these are the top nine States where PMFs have been placed.
- Note that historically, 79% of Initial Duty Stations were in Washington, DC, Maryland, and Virginia (commonly referred to as the “DMV”).
  - However, many agencies have transitioned their positions to full-time remote work.



# Application Timeline for the PMF Class of 2025

Date/Timeframe	Description
<b>August 2024:</b>	Informational Webinars for Potential Applicants
<b>September 4-18, 2024:</b>	The PMF Class of 2025 <b>Application opens</b> at Noon (ET), Wednesday, September 4, 2024, and closes at Noon (ET), Wednesday, September 18, 2024
<b>Approximately 4-6 weeks after application close:</b>	All Applicants notified of status; <b>Semi-Finalists selected</b>
<b>Approximately 1 week after Semi-Finalists are selected:</b>	Semi-Finalists <b>schedule Fellows Structured Interview (FSI) Assessments</b>
<b>Approximately 10-12 weeks after Semi-Finalists are selected:</b>	<b>Fellows Structured Interviews (FSI) assessment conducted</b> for Semi-Finalists; interviews expected to start late-October. <i>Date range may vary based on the number of Semi-Finalists selected, availability of Assessors, and schedule.</i>
<b>Approximately 6 weeks after FSIs conclude:</b>	<b>PMF Class of 2025 Finalists announced;</b> announcement expected early-February 2025

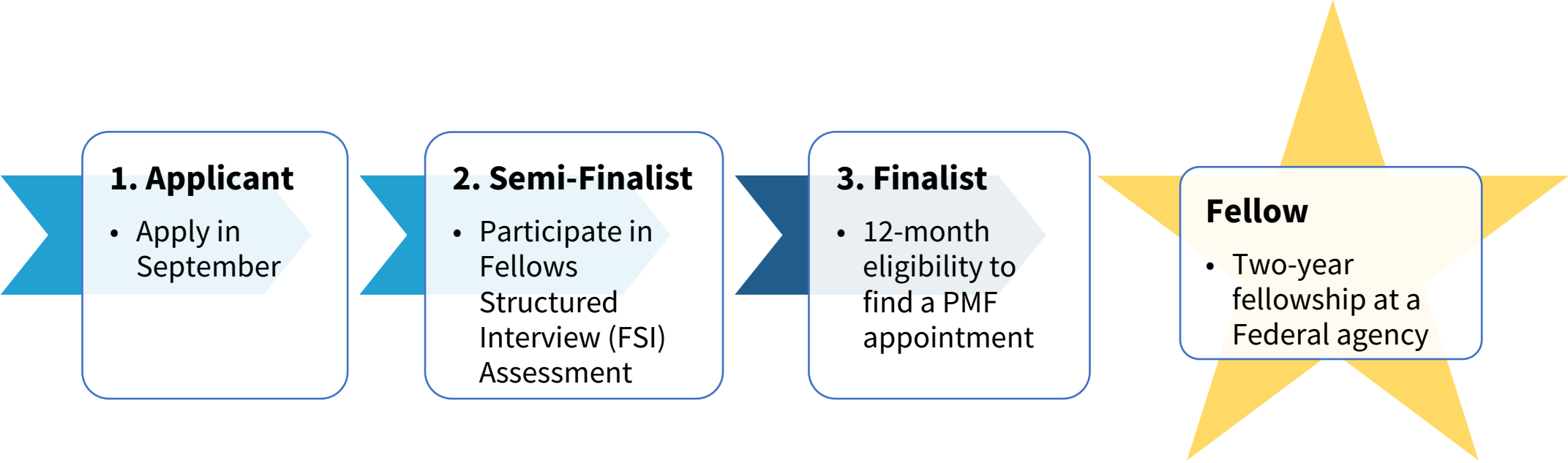
# Who is Eligible to Apply?

- **Current and Recent Graduates with Advanced Degrees** (e.g., Master's, PhD, or JD) from accredited institutions worldwide
  - **Current Graduates:** All advanced **degree requirements completed by August 31, 2025** (including the successful completion/defense of any required thesis/dissertation)
  - **Recent Graduates:** **Advanced degree completed between Sept 4, 2022, and Sept 4, 2024**
- **Additional Info** ([“Become a PMF/Eligibility”](#) on PMF Website):
  - No age requirement
  - Current Federal employees may apply
  - Either a U.S. Citizen OR can legally work in the U.S.
  - No waivers or deferrals
  - Graduates from foreign schools are required to use a credential evaluation service if selected as Finalists

# What's New for the 2024 Application

- **Application Criteria:** For a full list of available degrees, skills, and languages for applicants to choose from when applying, please refer to the “Application Criteria” resource posted under the “**Become a PMF/Resources**” section on the PMF website at [www.pmf.gov](http://www.pmf.gov).
- The following degrees have been updated / added (appearing in *italics*) in the database:
  - Area Studies (Americas)
  - Artificial Intelligence
  - *Aviation/Transportation*
  - Kinesiology/Exercise Science
  - Literature
  - Public/*Global Health/Policy*
  - Religion/*Theology*
- **Login.gov:** Login.gov now provides the multi-factor authentication for users creating applicant accounts, allowing access the Apply Site of the PMF Talent Management System (TMS). Use instructions found on the Apply Site login screen at <https://apply.pmf.gov>.
  - Potential applicants can proactively create a Login.gov (<https://login.gov/>) account in preparation for the PMF application. **Be sure to use the same email address for both your Login.gov and PMF applicant user accounts**

# “The PMF Triathlon”



# Application Process

- Opens **annually in the fall** for a two-week period
  - Announcement **posted on [www.USAJOB.S.gov](http://www.USAJOB.S.gov) on opening day**
- **Apply via the PMF Talent Management System (TMS) Apply Site**
- Online application includes:
  - **Resume:** Document **can be in any format** if it includes all the required elements.
  - **Transcript (and/or alternative):** Document is meant to provide proof the applicant either has completed or is going to complete an advanced degree within the eligibility timeframe.
  - **Supporting documentation:** for any claims to **veterans' preference** and/or **reasonable accommodations** for the assessment process.
  - **Online Assessment:** Two-part assessment.

*(see applicant handbook for further details on the application)*

# Resume Requirements

- Can be in **any format**; file size is **limited to 5MB**
- Must be accessible, legible, and in English
- Resumes **must** contain (at a minimum) the following:
  1. Applicant Name
  2. Contact Information (address, email, and phone number)
  3. College/University Name (associated to advanced degree)
  4. Qualifying Advanced Degree Program (completed or pursuing)
- **Do not include** the following in your resume:
  - Photos
  - Password-protection
  - Embedded scripts/macros

# Transcript Requirements

- **Transcript (and/or alternative) must identify:**
  1. Applicant Name
  2. College/University Name and/or Official Logo
  3. Qualifying Advanced Degree Program
  4. **Degree Completion Date** or Anticipated Degree Completion Date
- Transcript **may be an unofficial transcript**
- If your transcript does **not** show all required elements, **submit an alternative letter:**
  - Alternative letter is from the appropriate school official (career services, registrar's office, dean, counselor, faculty member, etc.), **identifying all the required elements, on school letterhead, and signed by the official**
  - Find guidance on alternative under the “Become a PMF/Resources” webpage at [www.pmf.gov](http://www.pmf.gov)
- Documents must be in English and legible for consideration



# Assessment Process (1 of 3)

- The assessment process is designed to measure the following competencies that are critical to success in a PMF role:

1. Attention to Detail
2. Flexibility
3. Integrity/Honesty
4. Interpersonal Skills
5. Oral Communication
6. Reasoning
7. Self-Management
8. Supporting Diversity

These are further defined under the “Become a PMF/Assessment Process” webpage at [www.pmf.gov](http://www.pmf.gov)

## Assessment Process (2 of 3)

- The online assessment is administered in an un-proctored environment and includes two parts:
  - (1) the Fellows Behavioral Assessment Tool (FBAT) and
  - (2) the Fellows Situational Assessment Tool (FSAT)
- The FBAT will ask applicants about behaviors related to competencies critical for PMF roles
- The FSAT will ask applicants to evaluate various courses of action in response to PMF work-related situations
- Additional details, including samples, can be found in the “PMF Applicant Handbook”

## Assessment Process (3 of 3)

- Each part of the online assessment is timed and **anticipated to take approximately 2 hours to complete both parts**
- **Sample questions for each part are included in the *PMF Applicant Handbook*.** No special training or experience is required to answer the questions in the online assessment.
- NOTE: An applicant **may complete each of the online assessment parts at different times or all at once**, as long as the applicant completes the entire online assessment and submits the application by the closing of the announcement (unless otherwise instructed).
  - For example, an applicant can start and complete Part 1 and then start and complete Part 2 later. However, once an applicant starts a part, they must complete that part. And the parts must be completed in the order presented.

# Fellows Structured Interview

- A structured interview is an assessment method designed to measure job-related competencies of candidates by systematically inquiring about their behavior in past experiences and/or their proposed behavior in hypothetical situations
- Applicants who are invited to the Semi-Finalist stage will receive an invitation to schedule a Fellows Structured Interview (FSI)
- Semi-Finalists will complete an approximate 30-minute telephonic interview with a live panel of two assessors
  - Semi-Finalists will be asked to respond to a series of questions related to critical competencies for the PMF role
- Refer to the *PMF Applicant Handbook*, found under the “Become a PMF/Resources” webpage at [www.pmf.gov](http://www.pmf.gov) for additional information

# Selection Criteria

- All applicants are evaluated on the same criteria. Finalists are selected based on:
  - (1) Ability to meet eligibility requirements
  - (2) Complete application
  - (3) Online assessment results
  - (4) Structured interview results (i.e., for Semi-Finalists)
  - (5) The total number of Finalists authorized for each year
- Announcement of the PMF Class of 2025 Finalists is expected early February 2025

# Most Common Mistakes

- **Transcript issues** (#1 most common mistake)
  - Not including the **advanced degree completion date** or **anticipated advanced degree completion date** is #1 mistake
  - If your transcript does not show the advanced degree completion date, **submit an alternative letter**
- **Insufficient documentation**
- **Waiting until the last minute to apply**

# If an Applicant Becomes a Finalist (1 of 2)

- Finalists have **12 months of Appointment Eligibility** from the date selected to secure a PMF appointment
- Finalists can view Agency Profile Pages on the Apply Site
- Finalists **search for PMF appointment opportunities** through the Apply Site of the PMF TMS (Talent Management System)
  - Finalists may opt-in to be electronically notified of posted appointment opportunities
- Available positions change throughout the year and based on agency needs
- A Hiring Fair is scheduled if there is adequate agency interest

# If an Applicant Becomes a Finalist (2 of 2)

- Finalists must meet the qualifications of the PMF position
- Employment policies and incentives are determined by individual agencies
- Appointment Eligibility Extensions
  - If a Finalist has accepted a PMF appointment or applied to a position but cannot onboard by the deadline, an agency may formally request an extension
- Finalists should review the “Become a PMF/Find a Job” section on the PMF website



# If a Finalist Gets Appointed as a PMF

- Two-year, full-time position at a Federal agency with full salary and benefits
  - May be eligible for a part-time work schedule up to 6 months during Fellowship
- **Initial appointment at the GS-09, 11, or 12** (or equivalent), based on applicant qualifications and agency needs
- **Promotion potential up to the GS-13** (or equivalent) during fellowship
- May noncompetitively convert to a term or permanent position upon
- *Typical* career path with limited experience (or equivalent):
  - **Appointment:** GS-09, \$68,405 - \$88,926 salary
  - **1-year Anniversary:** GS-11, \$82,764 - \$107,590 salary
  - **Program Completion:** GS-12, \$99,200 - \$128,956 salary

NOTE: The salaries shown are based on the GS pay range covering the Washington, DC, metro area for 2024. Salary tables are typically adjusted annually in January and based on geographic location and can be found at <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2024/general-schedule>

# Resources for Applicants

- The “Become a PMF” section of the PMF website has additional details on the application and assessment process, selection of Finalists, FAQs, and other resources
- Monitor the “Become a PMF/2025 Application” section on the PMF website for any updates to the timeline
- Search for the application announcement posted on USAJOBS *on opening day*
- Avoid third-party information
- Monitor the “News & Events” section on the PMF website for any announcements
- Review the **PMF Applicant Handbook**. It is the go-to resource for prospective applicants; find it within the “Become a PMF/Resources” page at [www.pmf.gov](http://www.pmf.gov)

# Frequently Asked Questions (FAQs)

- **I received my advanced degree *before 9/4/2022*, can I still apply?**
  - No. Advanced degrees obtained before 9/4/2022 falls out of the eligibility period; therefore, not eligible to apply.
- **I am not a U.S Citizen, can I still apply?**
  - Yes, however you must be authorized to work in the United States. If selected as a Finalist, hiring of non-citizens is at the discretion of the hiring agency and only if the agency has authority to do so. PMF positions for non-U.S. citizen Finalists are very limited, if any.
- **Do I need a letter of recommendation?**
  - No, it is not required or considered.
- **Can I submit my undergraduate transcript?**
  - It is optional, but it is not required or considered in the selection of Finalists. It may later help determine qualifications for a PMF position if selected as a Finalist.
- **Should my resume be in the federal resume format?**
  - Resumes can be in any format. It must include applicant name, contact information, school, and degree.

# Frequently Asked Questions (2 of 3)

- **Do I need a cover letter?**
  - No, it is not required or considered.
- **Is there a minimum GPA?**
  - No, GPA is not factored into the selection of Finalists.
- **My advance degree is from a non-U.S. (foreign) school, can I still apply?**
  - Yes, but if selected as a Finalist, you will be required to utilize a credential evaluation service to determine if your advanced degree is deemed equivalent to U.S. standards.
- **Does the program accept individuals with disabilities?**
  - Yes, the U.S Government does not discriminate on those with disabilities or other non-merit factors.
- **I have a Schedule A Letter, can I apply to the PMF Program with it?**
  - The PMF Program falls under the Pathways Programs Schedule D Hiring Authority; therefore, Schedule A holders would use that hiring authority to apply to Federal positions outside of the PMF Program. Schedule A is typically applicable to people with disabilities for Federal employment.

# Frequently Asked Questions (3 of 3)

- **I am a veteran; how do I claim veterans' preference and provide supporting documentation?**
  - Applicants who claim veterans' preference will be provided instructions on what supporting documentation is required. Additional information about veterans' preference can be found under the “Become a PMF/Eligibility/Veterans’ Preference” webpage at [www.pmf.gov](http://www.pmf.gov).
- **How many Finalists are selected? Positions available?**
  - Last year there were over 7,000 applicants and 825 were selected as Finalists. Positions available depend on hiring agencies’ needs throughout the year. Over the past ten years, on average 50% of Finalists obtain appointments as Fellows.
- **Are Finalists guaranteed a position?**
  - No, they are not. Depending on eligibility, they may be able to reapply the following year.
- **Are there other FAQs and resources I can review?**
  - Yes, view dozens of FAQs and resources in the “Become a PMF” section of [www.pmf.gov](http://www.pmf.gov).

# Q&A



*Still have questions?*  
Visit our “Become a PMF/FAQs” page on our website at [www.pmf.gov](http://www.pmf.gov)

# Thank you!



PMF website: [www.pmf.gov](http://www.pmf.gov)

Email: [pmfapplication@opm.gov](mailto:pmfapplication@opm.gov)

## **PMF Program Mission:**

***To recruit and develop the next generation of Federal Government leaders drawn from all segments of society.***