



A New Day for the Civil Service



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Presentation for Academic Institutions

(2011-Version, Updated 08/17/10)

Presidential Management Fellows
(PMF) Program – Class of 2011



The PMF Program

- Premier program for leadership development in the Federal civil service
- Provides two-year Federal Government fellowships to graduate students from all academic disciplines who expect to complete an advanced degree (master's, law, or doctoral-level degree) from a qualifying college or university during the current academic year



Historical Background

- Created by Executive Order 12008 in 1977
- Opened the Program to non-public policy students by Executive Order 12364 in 1982
- Executive Order 13318 revamped Program by
 - Name change to “Presidential Management Fellows”
 - Authorized appointments at higher grades (GS-9 to 12, or equivalents)
 - Eliminated annual hiring cap
 - Enhanced training and development requirements
 - Enhanced program’s prestige and ability to attract top talent



PMF Opportunities

- Two-year, paid full-time position with accelerated promotion potential
- Initially appointed at the GS-9, 11, or 12 (or equivalent), based on applicant qualifications and agency needs
- Promotion potential up to the GS-13 during fellowship
- Typical career path:
 - Appointment - GS-9, step 1 (or equivalent)
 - 1-year anniversary - eligible for GS-11, step 1
 - Program completion - eligible for GS-12, step 1



Career Fields

- Accounting/Finance
- Information Technology
- Engineering
- International Affairs/Policy
- Health/Medical Sciences
- Business Administration
- Public Policy
- Human Resources
- Public Administration
- Environmental Sciences
- Statistics
- Law



Attorney Positions

A note about attorney positions

- Extremely limited in the PMF Program
- Attorney positions not offered in the competitive service
- The PMF Program is not designed to give training and experience to compete for an attorney position
- Positions that may be considered for a PMF appointment
 - Paralegal Specialist
 - Hearings and Appeals Specialist
 - Contract Specialist
 - Labor Relations Specialist
 - Estate Tax Examiner
 - Others



Federal Benefits

To name a few

- Flexible Spending Accounts
- Health and Dental Insurance
- Paid Vacations
- Life Insurance
- Long-Term Care Insurance
- Retirement Plan

Additional benefits can be found on the PMF website and OPM.GOV



Student Loan Programs

- Federal Student Loan Repayment Program
 - Federal Agencies authorized to participate, but agency-specific
 - Information can be found at www.opm.gov/oca/pay/StudentLoan/index.asp
- Public Service Loan Forgiveness Program
 - Information can be found at <http://studentaid.ed.gov>
- Finalists should inquiry with agencies directly when interviewing for a PMF appointment



Eligibility

Graduate students from all academic disciplines who expect to complete an advanced degree (master's, law, or doctoral-level degree) from a qualifying* college or university during the **2010-2011** academic year (**September 1, 2010 - August 31, 2011**) are eligible to apply

* Generally, the institution must be accredited by an accrediting body recognized by the Secretary of the U.S. Department of Education or must have acquired "pre-accreditation" or "candidate for accreditation status" recognized by the Secretary of the U.S. Department of Education



Application Cycle

- Graduate students submit online application via USAJOBS – “Applicant”
- Nominating Officials nominate applicants based on competitive nomination process – “Nominee”
- OPM invites Nominees to an online, un-proctored assessment – based on score, selected Nominees become “Semi-Finalists”
- Semi-Finalists are invited to an in-person assessment center (similar to previous assessment process) – based on score, selected Semi-Finalists become “Finalists”
- Finalists secure positions with a Federal Agency – upon appointment, status changes to “Fellow”



Application & Nomination Process

- 2011 PMF Application open period:
Friday, October 1 – Friday, October 15, 2010
- Applicants complete an online application, link a USAJOBS resume, submit supporting documentation for any claims to Indian/Veterans' Preference (if applicable), and submit a nomination form to their Nomination Official
 - Applicants apply online using USAJOBS at www.USAJOBS.gov or via a link from the PMF website
 - Applicants should confirm the school's process and deadlines for nomination into the PMF Program
 - Applicants can only submit one (1) application



Application & Nomination Process

- Students confirm the school's competitive nomination process and deadlines
- The Nomination Official may consist of the graduate school's Dean, Chairperson, or Academic Program Director
- Nomination Officials ensure applicants meet the Program's eligibility and nomination criteria
- School's competitive process must cover applicants'
 - Breadth and quality of accomplishments
 - Capacity for leadership
 - Commitment to excellence in leading and managing public policies and programs
- Students who are eligible for veterans' preference and qualify for school's competitive nomination process must be nominated



Application & Nomination Process


- Submission of nominations must be done via fax and only one submission at a time (schools should keep copies of fax transmittals for verification)
 - Schools are unable to verify fax submissions; the PMF Program Office cannot verify submissions
 - Applicants can check the status after a few business days via their Application Manager account
- The deadline for submitting nominations is 11:59:59 p.m. (Eastern Time), Sunday, **October 31, 2010**
- Nomination Officials sign and fax the PMF Nomination Form **only** for students the school wishes to nominate
- Applicants are referred to Nomination Officials for decisions on nomination



Application & Nomination Process

Students are asked the following in the Qualification Questionnaire:

- Personal Contact Information
- Assessment Location and Special Accommodations
- Indian and Veterans' Preference Eligibility
- Geographic Employment Preference
- Citizenship
- Languages (up to 3)
- Graduate School Information
- Graduate/Undergraduate Degrees (up to 2 each)
- Date of Meeting Graduate Degree Requirements
- Key Skills/Competencies
- How Did Student Hear About the PMF Program



Assessment Process: Un-Proctored Online

- Nominees notified to take an online, un-proctored assessment
- Un-proctored online assessment includes:
 - Situational Judgment Test
 - Requires applicants to indicate how they would respond in a given situation
 - Life Experience
 - Requires applicants to respond to questions regarding their training, experience, education, and life history
 - Writing Sample
 - Requires applicants to write an essay in response to a prompt or target topic
- OPM selects Semi-Finalists based on un-proctored assessment results



Assessment Process: Assessment Centers

- Semi-Finalists will participate in a day long assessment consisting of:
 - individual presentations
 - group activities
 - proctored writing exercise
- Semi-Finalist's participation at his/her expense
- **Only four locations will host the Semi-Finalists assessment centers:**
 - Atlanta, GA
 - Chicago, IL
 - San Francisco, CA
 - Washington, DC
- Finalists selected based on assessment center scores



Assessment Process

- Nominees/Semi-Finalists are evaluated on the following critical competencies:
 - Adaptability
 - Integrity
 - Interpersonal Skills
 - Motivation to Serve
 - Oral/Written Communication
 - Problem Solving
- OPM will select finalists based on an OPM evaluation of each candidate's experience and accomplishments based on his/her results of a rigorous structured assessment process
- An Assessment Study Guide will be posted on the PMF website for applicants



Placement Process

- Agencies notified shortly after finalists are selected
- Finalists invited to attend PMF Job Fair in the spring
- Finalists can search for agency positions online via the PMF Projected Positions System (PPS); found under “Job Search”
- Finalists have 12 months from the date they are selected as finalists to be appointed to agency positions as Fellows
- Employment policies and incentives determined by individual agencies
- Finalists may request a deferral for specific reasons
 - Military Service
 - Illness/emergency preventing their participation
 - Illness/emergency of an immediate family member preventing their participation



Key Dates*

- October 1, 2010 – Application available online
- October 15, 2010 – Deadline for application submission
- October 31, 2010 – Deadline for nomination submission
- November 2010 – Eligible Nominees invited to first part of assessment process
- December 2010 – Semi-Finalists chosen and invited to second part of assessment process
- January/February 2011 – Second part of assessment process and Finalists selected
- Spring 2011 – Job Fair

*Dates are subject to change



Contact Information

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