

# CIVILIAN MARINES



As of 1 Feb 18

## WELCOME CIVILIAN MARINE!

As the MCB Butler Civilian Leadership Development Program administrator, I welcome you to the program and I am here to help guide you through the process of developing your leadership skills and provide guidance with regard to career development. Our civilian workforce is comprised of some of the best and brightest professionals in federal service. As part of the Marine Corps team, our "Civilian Marines" work to provide excellent support in all areas of the Mission of the Marine Corps. They provide continuity of our Marine Corps family and as such are committed to the core values of honor, courage and commitment. The CLD Program provides an opportunity for activities to support the efforts of identified groups of "potential" leaders in our organization to prepare themselves for future leadership roles. These opportunities are open to both Appropriated and Non-Appropriated Fund Civilian Marines.

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## GOAL OF THE CLD PROGRAM

**The goal of the CLD Program is to enhance the leadership skills and competencies of all civilian employees, from entry level to senior executive.** The framework of the program is designed to give employees the opportunity to acquire leadership competencies at the appropriate level of their development. Although employees have the opportunity to compete for formal training, the leadership development model encourages employees to acquire their competencies through learning activities in addition to the classroom. The cornerstones of CLD are self-assessment, mentoring, planning, and developmental assignments. Each CLD participant is required to complete a self-assessment, work with a mentor and design an Individual Development Plan (LDP). It is up to each Civilian Marine to take the initiative, demonstrate capabilities and seize growth opportunities. Participants are responsible for their own career development. Participation in the CLD Program is voluntary. Leadership development requires a commitment by the employee in preparing a realistic and focused LDP, as well as support and "buy in" by civilian and military supervisors at all levels to help achieve the plan goals.

## MISSION

The mission of the CLD Program is to provide a program for the development of leadership competencies for appropriated and non-appropriated civilian employees on Marine Corps Base Camp Butler. The Civilian Leadership Development Program is helping to develop civilian leaders for the future of the United States Marine Corps.

## VISION

The CLD Program at MCB Butler will be a vibrant and effective process recognized throughout the Marine Corps as an important and successful program for the development of civilian leaders.

## WHAT CAN THE CLD PROGRAM DO FOR PARTICIPANTS?

Participation in the CLD Program offers participants continuous learning opportunities, low-cost/no-cost activities, resources, and a formal mentoring program. CLD offers the opportunity for participants to expand their leadership knowledge, demonstrate their capabilities, increase their visibility, and provides career development guidance. In some cases, it may also provide networking contacts, career enhancement skills, and increase promotion opportunities.

## WHAT CAN CLD DO FOR CIVILIAN MARINES WHO ALREADY HOLD A SUPERVISORY POSITION?

For the supervisor, the CLD Program will exercise and sharpen your leadership skills, increase your creativity and risk taking, offer advanced training opportunities, and increase productivity. You will also have the opportunity to network with other supervisors and managers on base to share ideas.

### Prospective CLD participants must:

\*\*\* Contact the organization's CLD representative to register, at email [mcbbutlerchrotraining@usmc.mil](mailto:mcbbutlerchrotraining@usmc.mil) (DSN: 645-7689).

\*\*\* Complete a self-assessment to assess your present skill levels at:

THE OPM WEBSITE: <https://cldcentral.usalearning.net>

(Competency assessment is identified on the top right side in the circle. You may need to create an account if you don't have one.)

PLEASE NOTE THAT YOU SUPERVISOR MUST ALSO HAVE TO DO AN ASSESMENT FOR YOU.

THE DIAGRAM BELOW IS A GRAPHIC DISPLAY OF THE CLD PROGRAM PROCESS.

