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CHRO TRAINING ANNOUNCEMENT: NEW LEADER PROGRAM 2019-1

TARGET AUDIENCE: ALL GS-07 THROUGH GS-11 AND EQUIVALENT

Lejeune Leadership Institute (LLI) has No funding for the NEW LEADER PROGRAM 19-1 at this point thus wants to be prepared for the unexpected fund fall.

COURSE DESCRIPTION:

The New Leader Program is a six-month long program that introduces employees to core leadership competencies and provides practice in the team skills that are central to modern management. This program covers basic leadership and Executive Core Qualifications, and includes several residential sessions and preparation of a personal leadership action plan. Who should participate? Those DON civilians at the grade level of GS-7 through GS-11 and equivalent who have recently entered into a leadership position or have a high potential for leadership, who wish to develop, enhance, or improve their leadership skills, has the potential and motivation to complete all the requirements and participate fully in all the components of this intensive program may apply. The instructions provided in the program address fundamental competencies that are identified by the Office of Personnel Management (OPM) as essential for all federal employees. Training focuses on competencies such as Customer Service, Continual Learning, Written Communication, Flexibility, and Team Building. Program special interests focus on self-awareness, diversity and generations, the power of strong communication skills, and understanding your job from an organizational perspective.

REQUIREMENTS:

The participants will be expected to attend three one-week training sessions. Complete an assessment to identify current skills and competencies needed for continual growth and development. Develop a plan outlining your career development goals that also identifies barriers and strategies for overcoming challenges. Complete a 30 day developmental assignment, a three-day shadow assignment of a senior manager, and engage in a variety of writing assignments to elevate your written communication skills.

DATES: (Week 1: 25-29 Mar 2019, Week 2: 24-28 Jun 2019, Week 3: 23-27 Sep 2019)

LOCATIONS: Washington, DC at the Graduate School USA.

FUNDING:

As of now, Lejeune Leadership Institute (LLI) has No funding for this program but we want to be prepared for the unexpected fund fall. If funds are received, LLI will pay the tuition, travel and per diem expenses for those nominees that are selected. If LLI does not receive funds or someone from a Command is not selected, the applicant's organization can opt to pay for their nominee to attend if they choose to do so.

REQUIRED DOCUMENTS:

- NLP Application
- SF 182 w/ signed Service Agreement (page 4-5 of SF 182)
- Marine Corps Guidance for Participating in CMCLC w/ Signed Page 7
- Resume

Make sure that the following information is also included on your application documents:

(a) On the SF182: POC information for who will be responsible for paying the tuition that should get the invoice. This should be included in Section C - Costs and Billing Instructions, Block 6.

(b) On the Graduate School USA Application: Part F - Payment Method Information. Do not write the GPC account number, just include POC phone number and email. Graduate School USA budget personnel will contact the POC to obtain the information needed for invoice payment.

REQUIRED DOCUMENTS CAN BE FOUND AT MCB CAMP SMEDLEY D. BUTLER WEB SITE UNDER CHRO/TRAINING ANNOUNCEMENTS: <http://www.mcpac.marines.mil/Staff-and-Sections/Principal-Staff/Civilian-Human-Resources-Office/Civilian-Human-Resources-Office-US/US-Training/>

PACKAGES MUST BE ELECTRONICALLY SUBMITTED TO: MCBButler CHRO Training <MCBBUTLERCHROTraining@usmc.mil> DUE BY COB WED 23 JAN 2019.

CHRO WILL COORDINATE BOARD FOR REVIEW, RANKING, ENDORSEMENT, AND FORWARDING.

LOCAL POC: CHRO Training Email: MCBBUTLERCHROTraining@usmc.mil / 645-7689.