



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Washington, DC 20415

DEC 23 2014

The Director

MEMORANDUM FOR CHIEF HUMAN CAPITAL OFFICERS AND HUMAN RESOURCES DIRECTORS

FROM:

KATHERINE ARCHULETA
DIRECTOR

A handwritten signature in black ink, reading "Katherine Archuleta".

Subject:

New Executive Development Classroom Course: *"Applying Executive Core Qualifications for Effective Enterprise Leadership in the Federal Government"*

In support of the President's Management Agenda's "People and Culture" pillar – specifically the initiative to "Build a World-Class Federal Management Team Starting with the Senior Executive Service (SES)" – I am pleased to announce the U.S. Office of Personnel Management's (OPM) issuance of course materials for a new executive development classroom training entitled, *"Applying Executive Core Qualifications for Effective Enterprise Leadership in the Federal Government."* OPM is making these materials available cost-free to all Federal agencies for use by their training professionals to deliver a one-day class for SES members and aspiring senior executives. The materials are particularly intended to be helpful for Federal agencies' Executive Resources and/or Learning & Development organizations.

The objectives of the course are to provide SES-level participants with a deep practical and theoretical understanding of the OPM Executive Core Qualifications (ECQ), as well as the knowledge on how to apply ECQs to lead cross-cutting change initiatives that require broad collaboration across organizations and agencies. The course draws on a case study of the 2011 interagency collaborative effort to design a Governmentwide model SES performance appraisal system, and provides participants with a highly-participatory and interactive experience. The course includes simulations and exercises in which participants have an opportunity to explore various leadership behaviors; make decisions that lead to specific scenario outcomes, and collaborate and network with other participants. After completing the course, participants will achieve a heightened awareness of the significance and interrelationship of ECQs for strategic, collaborative, and transformational leadership, and participants will gain an understanding of successful leadership practices that may be applied in their work and organizations.

Furthermore, OPM will host a limited number of free sessions of this classroom training to executives across the Federal Government in the coming months as part of the President's Management Agenda SES initiatives. Information on these sessions will soon be provided to you and your agencies, and I encourage you to make these opportunities available to your senior executives.

The actual course materials will be available at the following locations for use at your agencies:

- OPM's Federal Training and Development Wiki at <http://www.opm.gov/WIKI/training/Index.aspx>; and
- The "Manager's Corner" of HR University at http://www.hru.gov/Studio_Managers/Studio_Managers_Corner.aspx.

If you have any questions about the course or require any assistance, please contact by e-mail Julie Brill at Julie.Brill@opm.gov or Jaye Murray at Jaye.Murray@opm.gov.

cc: Deputy Chief Human Capital Officers and Chief Learning Officers