




UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

APR 11 2016

OFFICE OF
ADMINISTRATION
AND RESOURCES
MANAGEMENT

MEMORANDUM

SUBJECT: Nominations for the White House Leadership Development Program –
Due May 9, 2016 to OARM

FROM: Donna J. Vizian, Acting Assistant Administrator 

TO: General Counsel
Assistant Administrators
Inspector General
Chief Financial Officer
Chief of Staff
Associate Administrators
Regional Administrators

I am writing to encourage you to nominate a candidate for participation in the White House Leadership Development Program. The program provides opportunities for high-potential career GS-15 employees to participate in unique rotational and development experiences by working on cross-agency initiatives and high-priority federal challenges. The program will build the bench strength of future career senior executives and ensure that the next generation of federal leaders have experience in solving problems and building relationships across the government.

All candidates are expected to be high-performing employees (with annual performance ratings of exceeds expectations or higher); have a demonstrated commitment to public service; an interest in stepping outside their current area of expertise; a willingness to take on a variety of roles through rotational assignments, and a desire to develop an enterprise viewpoint of government. Participants will not serve in direct supervisory positions, and there is no guarantee for placement in an SES position after program completion.

This is great opportunity for staff to develop new skills as they move into increasingly senior roles at the EPA or elsewhere in the federal government. The one year program starts October 3, 2016 with a two week onboarding program. I have attached the nomination guide, program manual and application form for your reference as you go through the nomination process. I ask that each organization conduct an internal competition based on the attributes identified in the attached nomination guide to select a nominee to represent your organization. We will then convene a panel of agency senior managers to review the nominations and submit a recommendation to the acting deputy administrator. The program or regional office will be responsible for the participant's salary but travel will be covered centrally.

Please submit your office's nomination with the completed application form and nominee's resume to Marian P. Cooper (cooper.marian@epa.gov) in OARM's immediate office no later than **Monday, May 9, 2016**. If you have any questions, please do not hesitate to contact me or have your staff contact Marian at (202) 564-4600. Thank you for considering this great opportunity for your high performers.

Attachments

cc: Deputy Assistant Administrators
Deputy Regional Administrators
Assistant Regional Administrators
Program Management Officials
Regional Human Resources Officers