Presidential Management Fellowship
Maxwell School Workshop
www.pmf.opm.gov

Kelli Young
September 2010
Fellowships

**Federal**
- Presidential Management Fellowship
- DHS Honors Program

**State and Local**
- ICMA

**Non-Governmental**
- Boren Fellowship
The PMF Program

The Presidential Management Fellows (PMF) Program is the premiere program for leadership development in the Federal civil service.

The program provides two-year Federal Government fellowships to individuals who have completed a graduate-level course of study from a qualifying college or university.
Eligibility

Students must earn a graduate degree (any level, any field) during the 2010-2011 academic year.

Degree Must Be Granted:
9/1/2010 - 8/31/2011

Students must be nominated by their school.

Nominees must be U.S. Citizens or lawfully admitted to the United States as permanent residents or otherwise authorized by the Department of Homeland Security's Bureau of Citizenship and Immigration Services to be employed in the U.S.
Key Program Components

Two-year, paid full-time position with accelerated promotion potential up to GS-13.

Appointed at the GS-9, 11, or 12 (or equivalent), based on applicant qualifications and agency needs.

Salary: $51,630 - $97,333
(Based on 2010 Salary Table for Washington DC)

Typical career path with limited previous experience:
• Appointment - GS-9, step 1 (or equivalent)
• 1-year anniversary - Eligible for GS-11, step 1
• Program Completion - Eligible for GS-12, step 1
### Key Program Components

<table>
<thead>
<tr>
<th>Component</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Benefits including Health and Life Insurance; Paid Holidays; Annual</td>
<td>Full Benefits including Health and Life Insurance; Paid Holidays; Annual</td>
</tr>
<tr>
<td>and Sick Leave; Transit Subsidy; and a 3-part retirement program that</td>
<td>and Sick Leave; Transit Subsidy; and a 3-part retirement program that</td>
</tr>
<tr>
<td>includes a social security benefit, a 401k type plan, and a defined</td>
<td>includes a social security benefit, a 401k type plan, and a defined</td>
</tr>
<tr>
<td>benefit component</td>
<td>benefit component</td>
</tr>
<tr>
<td>Potential for agency participation in the Federal Student Loan</td>
<td>Potential for agency participation in the Federal Student Loan</td>
</tr>
<tr>
<td>Repayment Program with limits of $10,000 per employee per calendar year,</td>
<td>Repayment Program with limits of $10,000 per employee per calendar year,</td>
</tr>
<tr>
<td>and total repayment of $60,000 per employee</td>
<td>and total repayment of $60,000 per employee</td>
</tr>
<tr>
<td>Non-competitive appointment to a full-time permanent position upon</td>
<td>Non-competitive appointment to a full-time permanent position upon</td>
</tr>
<tr>
<td>successful completion of the Program</td>
<td>successful completion of the Program</td>
</tr>
</tbody>
</table>
Program Components

80 hours of formal, classroom training per year
• PMF Orientation (24 hours)
• PMF forums on specific topics

Developmental Opportunities:
• One 4-6 month developmental assignment
• Additional short-term rotations possible

PMF Network and Support
### PMF Statistics

<table>
<thead>
<tr>
<th>Year</th>
<th>Applicants</th>
<th>Finalists</th>
<th>Placements</th>
</tr>
</thead>
<tbody>
<tr>
<td>2006</td>
<td>2,982</td>
<td>535</td>
<td>355</td>
</tr>
<tr>
<td>2007</td>
<td>3,725</td>
<td>792</td>
<td>435</td>
</tr>
<tr>
<td>2008</td>
<td>3,628</td>
<td>754</td>
<td>442</td>
</tr>
<tr>
<td>2009</td>
<td>5,111</td>
<td>784</td>
<td>427</td>
</tr>
</tbody>
</table>
| 2010 | 9,000      | 800       | – In Progress
Succession Planning Needs

The PMF Program is encouraging applicants working on the following graduate degrees to apply to the Program:

- Accounting, Finance, Business, Economics
- Information Technology
- Environmental Science, Engineering, Math, Statistics
- Public Policy, Administration, International Affairs
- Law
- Health, Medical Science
- Human Resources
- The PMF Program is open to all graduate degree programs!
Where PMFs Work

- Dept. of Agriculture
- Dept. of Commerce
- Dept. of Defense
- Dept. of Education
- Dept. of Health & Human Services
- Dept. of Housing & Urban Development
- Dept. of Homeland Security
- Dept. of the Interior
- Dept. of Justice
- Dept. of State
- Dept. of Transportation
- Dept. of Veterans Affairs
- National Aeronautics and Space Administration
- Office of Management & Budget
- Office of Personnel Management
- Social Security Administration
- U.S. Agency for International Development
- Library of Congress
- And more…
Where PMFs are Located

- Washington, DC*
- Philadelphia
- Boston
- New York
- Baltimore
- Atlanta
- Chicago
- Miami
- Denver
- Seattle
- San Francisco
- Houston
- Dallas
- Honolulu
- Kansas City
- Other Cities
- Foreign Countries

*NOTE: MOST PMF APPOINTMENTS ARE LOCATED IN THE WASHINGTON, DC METROPOLITAN AREA*
PMF Process Overview

Students submit online application via USAJOBS (Applicant)

Nomination Officials nominate applicants based on school criteria (Nominee)

OPM invites Nominees to online un-proctored assessment (Semi-Finalist)

Semi-Finalists invited to in-person assessment center (Finalist)
PMF Process Overview

Finalists secure positions with a Federal Agency

PMF Fellow
USAJOBS Application

- 2010 PMF Application open period:
  Thursday, October 1, 2010 – Thursday, October 15, 2010
  Check PMF website: www.pmf.opm.gov

- Applicants apply on-line using USAJOBS at www.USAJOBS.gov or via link from the PMF website’s “How to Apply.”

- Application requires federal resume to be created on the USAJOBS site utilizing their Resume Builder. Make sure you attach your resume to the application!

- Completion of a Qualifications Questionnaire.

- Submission of documents for Veteran’s Preference (if any).

- Click “submit” when your application is complete.

- Print off the Nomination Form.
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
One More Time.....

Make sure you **ATTACH** your resume to the application!
In addition to the on-line PMF application and federal resume, you must submit one short essay for Maxwell to use in its nomination screening process.

The essay must not exceed two typed pages (double-spaced).

Be sure your name and program are clearly marked on each page.

Submit your Maxwell essay, Federal Resume and your Nomination Form to Kelli Young, kyoung@maxwell.syr.edu

Deadline: Wednesday, October 20, 2010 by Noon
Maxwell Essay Topic:

Why are you applying for a Presidential Management Fellowship? Share an example of your leadership and/or describe examples of problems or needs of society that you have addressed through paid work, an internship or volunteer service.
Timeline Overview

**October 2010:**
- Apply for PMF on USAJOBS.
- Deadline to submit Maxwell essay, Federal Resume and PMF nomination form to Office of Career and Alumni Services.
- Maxwell Coordinators review essays and select nominees.
- Names of Maxwell nominees are submitted to PMF by the Maxwell School.

**November 2010:**
- Nominees take online assessment

**January – February 2011:**
- Semi-Finalist assessments completed at selected testing sites.

**February 2011:**
- Finalists notified

**Early April 2011:**
- PMF job fair (Washington DC)
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

Semi-Finalists will participate in a day long assessment consisting of:

- individual presentations
- group activities
- proctored writing exercise

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.
Finalists have access to an online PMF Projected System (PPS) to identify agency positions.

Finalists have 12 months from the date they are selected to be appointed to agency positions.

Finalists are invited to attend a PMF Job Fair in the spring, attended by participating federal agencies and can submit updated resumes.
Placement Strategies

Most PMF Finalists start networking and interviewing with agencies of interest long before the actual PMF Job Fair.
Review of Key Points

- Online application available **October 1, 2010**
- Students submit online applications to USAJOBS by **Midnight October 15, 2010**
- Maxwell students submit nomination form, resume and Maxwell Essay to the Career Development Office by **October 20, 2010**
- Maxwell Nomination Coordinator submits nominees by October 31, 2010
- Nominees complete assessments in November/December 2010
- Semi-Finalists complete second part of assessment in January/February 2011
- Finalists selected February/March 2011
- Job Fair April 2011
- Agencies hire finalists over one full year
Maxwell PMF Contacts

Questions about application and process:
Kelli Young, Career Development,
kyoung@maxwell.syr.edu, 443-5453

Nominating Coordinator:
Michael J. Wasylenko, Interim Dean, 200 Eggers Hall,
mjwasyle@maxwell.syr.edu, 443-9500
Contact Information

Presidential Management Fellows Program
1900 E Street NW, Rm. 1425
Washington, DC 20415
Phone: (202) 606-1040
Fax: (202) 606-3040
Email: pmf@opm.gov
Website: www.pmf.opm.gov

USAJOBS
The Federal Government’s Official one-stop source for Federal jobs and employment information
www.USAJOBS.gov

PMF Alumni Group
www.pmag.org
New Website

www.pmf.gov

Estimate launch on September 15, 2010