OTM HR Community of Practice - May

Please stand by for realtime captions.

 [Naming Convention: First Name, Last Name, Location]

 Green, Kevin D., ORL: Good afternoon everyone, please make sure you use the correct naming convention shown on the log in screen so that you can receive credit via TMS.afternoon everyone, please make sure you use the correct naming convention shown on the log in screen so that you can receive credit via TMS.

 We have a minute before we start. I will quickly remind you you need to sign in with the correct naming convention, [Naming Convention: First Name, Last Name, Location]. If you have not done that already, please close out of Adobe completely or, when you sign in, it will not register the name, even though you type it in. It will show up with the original one. Make sure you do so completely of Adobe connect and sign and with the correct naming convention. We still have a little bit of time. Also, if you hear an echo, you are signed in twice. You will need to close out of one of your windows. In the meantime, quickly, one final audio check. If you cannot hear me, set your status to agree. You can see agree by looking at the guy holding his hand up at the top of the screen. Click the arrow next to him. Check the green checkmark. It looks like I am getting a good -- almost all people say they can hear me. That is great. I want to let you know before we start, there are documents to down low. We have the PowerPoint and another PDF file that can be downloaded today. I have some instructions if you don't know how to do that to download the files. If you see the two files below, once you click on it, it becomes active. And that Donald file option will become available. You can click the link. And you can download those files. It might come up something similar to this, where you have the option to save or save as right away. It may look similar. It depends on which browser you are using. Say those files. Also you have the option since there are two, go ahead and -- you can download both. There is a low, toward the bottom of the screen here, you will see three little bars. If you click on that, you have the option to download all. It will download all of that. There are two files. You should be able to get them easily. Quickly, I will your status. For those of you who have done so already, if you have been able to download these files, or start downloading them, the set your status to agree so I can get a quick check. Then we can hand it to your instructors. Okay. It looks like it is working. Great. If you have any difficulties downloading the files, reach out to us in the chat box below.

 [ Background Noise ]

 Now, I will turn it over to your instructors and the download option will still be available when I put on the lesson. Thank you very much.

 Good afternoon, everyone.

 Over live over [ Laughter ]

 Someone had something. Tracy? Over [ Laughter ]

 That was me, Darren, thanking her for posting the instructions.

 Thank you. Good afternoon, everyone. My name is Darren Hayes. I am a program manager with the tell him it management leadership development and I am serving as a VBA PMF coordinator. If you missed Richard Desmond, he is a VA PMF agency coordinator. He will ask you to save the majority of questions to after the presentation. If there is anything pressing or you don't want -- [ Indiscernible ] You type it in the Chat Box. So, here is our brief agenda today. It is a quick overview, to explain what the PMF is. Not only what the program is, kind of some history on it, the benefits of hiring a PMF , ringing on one individual who is the right fit for you and your office.

 [ Indiscernible - low volume ] [ Indiscernible - muffled ]

 Covering organizational requirements and costs. And going over some roles and responsibilities.

 [ Pause ]

 The program, the presidential management Fellows program is managed by the Office of Human Capital services Center. Also, as you, it is managed by HCFC. You will see later on in the program where OPM has a hand in running it. I want to put that in front in the introduction. Me not being an individual with the HR background, I got confused with that when I first started out. I definitely want to provide the opportunity to really get your hands on some really talented individuals who are not only talented, but very motivated to serve in public service with the U.S. and federal government. Like I stated, a second ago, administered by OPM. And this is a really big per gram. They like to call it the flagship program, not only because it covers up governmental agencies, but the amount of applications that come in for the program and PMFs are one of the three pathway programs. The benefits. Of the PMF. I stated earlier, getting able to hire a bunch of these talented individuals, into your organization, is kind of a no brain or. The benefits of the individuals are at the bottom line, they get the opportunity to pursue typical government service career path limited with prior experience. They come right out of school and in a lot of cases, some of them may have had prior experience. And government or the corporate arena. With the PMF program , they get into an office or business line or agency, get grounded, get trained and have the opportunity to come on and part of the agency moving forward. Awesome program. Everyone gets a chance to benefit all the way around. You may ask why you should hire a PMF ? As stated earlier, when you recruit the individuals, the majority are highly educated and very motivated and vicious and have the individual drive to be dedicated to public service. And a half years of real work experience like stated earlier in public and private industries. Mostly applicants most of the applicants are adaptable, understand the concept of personal accountability. Have high oral and written communication skills and have evolved a lot of these skills, including problem-solving and personal skills from the top graduate programs across the U.S. Once these individuals successfully complete the program, and meets the job performance requirements, they may be converted to a position in some limited circumstances, the term of appointment last one to four years in competitive service. Here is a testimonial from someone, from the under Secretary for health and community care. This program covers every agency within the event. It has been around for quite a while. It was instituted in 19 -- 1977 under President Carter under Executive Order 12008. Some organizations take advantage of it more than others. As we tried to do, we get more individuals dedicated, especially partners in the HR arena to help the organization take advantage of these talented folks who are out there.

 [ Pause ]

 As we look at the PMF class of 2021, as we said today, here are the numbers that are sitting out there. Since I have had some involvement or knowledge of the PMF program , some kind of heady stats. Since December 2019, it has posted a total of 11 job announcements from five different business lines with a total of 16 positions being offered. It has received a total of 69 of vacations and as of the 3rd of may, we have had a total of two PMF and max being appointed. Of the finalists, one is from the 2021 class. [ Pause ]

 What you are thinking as you move forward, and HR says you have to work in conjunction with the hiring managers and business lines, you had to start thinking, is a PMF , one of these individuals coming out of, fresh out of an accredited collegiate program? Are they the right fit for me? These are some of the things you will ask yourself. Not only, the management business line, when you look to bring some of these folks on, since we don't like to use the word intern, that is why we call them the lows. They are being brought on on a temporary basis getting them immersed in the culture, not only with a particular organization, but learning their job in a duty position. They really require a supervisor's hands-on with meaningful work assignments to not only help them understand what they are doing in that new position they are learning, but also be able to appropriately evaluate the work. The business line should be flexible and allow time for training, since it is a developmental assignment. Be able to help the fellow with a performance plan, give them the tools to follow up and implement that plan and follow up on it. The IDP, Individual Development Plan is a necessary requirement for any PMF and also, you must give the individual access to a mentor. We are bringing them on fresh out of school in most cases. And, this is their first dive into the government. Having someone to kind of help them along is very important in making that individual really want to stay on and be out of the agency for what they are currently serving. Where they are currently serving under.

 [ Pause ] people talk about, having the question. When I get these questions, just to thinned nothing up front, I referred to the business line manager, hiring managers, and also my partners, such as Richard Desmond and people at OPM. I have been asked, what type of jobs can we announce? Do I have help developing the PD? Does it have to be already established? Here, is the statement as far as OPM is nonclassified PMF career ladder PD, already established. And, if you need to edit, or make it fit your need, you definitely have the vehicles to help you do that. That is one question that has been asked several times. Of course, everyone wants to know about money. That one time placement be for hiring, $7000, that is covered by the organization that is hiring the organizational business line, that is hiring the PMF. The individual business line is responsible for that fling. As you can see, the fees cover the application process, any school accreditation, any hiring, it covers the gamut. Any cost that will be incurred in bringing that hello on board. I had the pleasure of participating in a briefing yesterday concerning the PMF leadership development program, which will be kicking off, the individuals who will be part of PMF 2021 . That is definitely something that will take some of the training and later development of the plate of the individual vistas line.

 Over live [ Background Noise ]

 And that program will stay with them throughout the duration while they are involved in the program. Individual business lines.

 [ Pause ]

 This is where we get to the meat and potatoes. When you look at these roles and responsibilities, for example, I self, I get the announcements when the programs are happening or when the enrollment starts. It is my job as the agency coordinator to promote the program within VBA, reach out to the business lines, let them know when any type of career fairs are going on, any updates to requirements, things of that nature. We already here as part of OTM [ Indiscernible ] To be the media arm and promote the program. As far as providing insight on EMF, hiring managers, we let them know, hey, here are some stats. Here are the jobs, that the current list of finalists are looking for. By giving them access to TMS, they have the vehicle where they can go through and process, enable to kind of stand and look at, hey, these are the kinds of people we are looking for. Heavy I.T. background. People with heavy data analytics background. And so, that is the kind of insight via TMS where we can help them hone down, so they can find the type of talent they are looking for. Advice VBA on recruitment. I have not had a situation where I had to provide any business line advise any business line on recruitment. Most of those types of asks are answered when they reach out to me. They already know how many they want to recruit around the timeframe they want to recruit, those rings. I do coordinate and talk with him about that.

 I live [ Background Noise ]

 This is probably the most important one. Coordinating with the hiring managers. I don't currently have an HR liaison at this time. But, the coordination is very important between my office and the HR liaison who is assigned to me, to make sure the hiring managers have the position descriptions posted, make sure all the information is updated within the TMS system. That is probably, 50% of the game right there. Get the announcement out there. Make sure it is correct. And make sure the business lines have access to the finalists who are available to them. And of course, as stated earlier, advertise and post the job opening.

 [ Background Noise ]

 [ Background Noise ]

 [ Background Noise ]

 Not only with the program is about what what it covers, but the on boarding process. That is what Richard Desmond is here for. He can answer those questions. I have never participated in any qualification screening, how you go about executing veteran preference and so on and so forth. Here is a snapshot of what the HRCs are responsible for. You must have the connection that working relationship with the actual business line, hiring managers. It makes everyone's job, they are the glue that connects, you know, my office and the PMS's out there, and executing and getting these individuals on board. That relationship is very important. I note at the bottom, the job advertisements are not posted on USAJOBS or USA staffing. They are all posted on the TMS platform. The agency coordinators can provide the business line managers or anyone designated particular HRC access to the system. That is a seamless process. Here is our contact information. Once again, these lights will be shared with you guys. Any questions that you may have, and concerns, reach out to Richard or me. If we don't have the answer for you in a moment, we will get it for you. In a reasonable time frame. That being said, I will open it up to questions and comments.

 [ Pause ]

 Richard.Desmond@va.gov

 Darren.Hayes@va.gov

 [ Pause ]

 Richard, I see you are answering a question. Thank you, Tracy. I was about to state that.

 [ Pause ] [ Silence ]

 Doerun, can you hear me?

 Yes, I can.

 Okay. We have a question here in the chat that said, from Christopher Homer, is there a specific time of year end comes available. The answer is, every year, around Thanksgiving timeframe. Late November is when the new class [ Indiscernible ] Are announced -- [ Indiscernible - low volume ] [ Indiscernible - muffled ] that is usually a hot time when a lot of PMS finalists come in the other hot time is when hiring happens, every year, usually around April time frame.

 Is there a caught up time from education where the candidate needs to apply within?

 There is for individuals who want to apply to become a Presidential Management Fellows Program fella. Within two years of applying or going to complete the program. Usually it falls at the end of August. There may be individual still going to the graduate program but will complete it in the summer. And there are individuals who have completed it within the two-year timeframe.

 [ Pause ]

 I am seeing here, NASA, for those who are veterans, they will need to [ Indiscernible ] [ Indiscernible - muffled ]

 That is a recent graduate program. Our program is the Presidential Management Fellows Program. What I will do is type in the POC who is in charge of the recent graduate program and they can get you that answer.

 Thank you, Alejandro. The PMS website has the specific time frames when individuals can apply.

 [ Pause ]

 Is there much of a volume of candidates from PMF outside of the Washington, D.C. area? Most of our candidates are not [ Indiscernible ]. [ Indiscernible - muffled ]

 The candidates, it would be helpful if they would put areas of the U.S. where they want to work. Usually, the coasts are the big factor. D.C., Virginia, Maryland, and we have a lot who come into the California area. We have recruited people in other states, such as Arizona and North Carolina, Florida, Texas, so, [ Indiscernible ] Area, that is a possibility. [ Indiscernible - muffled ]

 Is the right list of what kind of human positions have been filled from virtual? [ Indiscernible - muffled ]

 I keep a list. It is not in-depth. It is from the class of 2020 on. The talent management system does have the ability for you to see what kinds of jobs are out there and being posted. So, there are more that are coming up remote and virtual. I had two officers right recently with 100% remote and virtual positions. That is definitely an option, if one of your hiring managers [ Indiscernible ] [ Indiscernible - muffled ]

 [ Pause ]

 If it helps as well, the majority of positions we do fill are usually management analyst, Program Specialist types of jobs. [ Indiscernible ] [ Indiscernible - muffled ] their version of program and loss. You will see a lot of [ Indiscernible ] [ Indiscernible ] Positions. We fill a lot of budget analyst. Every once in a while. [ Indiscernible ] but, the gamut, there is no job code series we [ Indiscernible ] Could not advertise for.

 [ Pause ]

 This is your opportunity to ask any questions you may have concerning the program as we were requested to organize this training for you guys. Please take this opportunity to ask Mr. Desmon or Darren any questions you may have.

 Over [ Laughter ] [ Indiscernible - Background Noise ]

 Your question, yes, the EMF site does expired if you don't access it. It is very easy to reinstate. You send an email to me or Darren -- [ Indiscernible - muffled ] [ Indiscernible - low volume ]

 [ Silence ] [ Participants submitting questions.]

 So, I see the question here from Tonee, : Can you expound more on the application process . . does it involve being interivewed prior to selection, etc. these areon the application process . . does it involve being interivewed prior to selection, etc. these are Excepted Service positions. We are not involved in the hiring process after it goes into the [ Indiscernible ] And the announcement closes per se. We make sure that an HR Specialist will do the qualification screening and the veteran preference and handle that quote unquote Certificate. It is an email and Excel sheet -- [ Indiscernible - low volume ] [ Indiscernible - muffled ] the hiring manager. The hiring manager is usually -- [ Indiscernible - Echo ] -- we leave it up to them on how to do the hiring process after they have gone through the veteran preference and qualification screening. The vast majority will do an interview or some kind of resume screening. Then, they will go to you as the servicing HR [ Indiscernible ] To do the temporary job offer -- [ Indiscernible - low volume ] [ Indiscernible - muffled ] Christian, with every training offered or any other pathways programs? That is something we can look into. A recent graduate is more popular in the field, especially with veteran readiness and employment. Especially in compensation if it is not the right fit for them in all categories. That is something if you shoot me an email at Richard.Desmond@va.gov , I can throw that up to might supervision and they can coordinate something with you guys to see about pathways training.

 [ Silence ] [ Participants submitting questions in Chat.]

 PMF is not a program for everybody. The other programs for recent graduate and internship programs. Those are probably or fit -- [ Indiscernible - low volume ] [ Indiscernible - muffled ]

 [ Indiscernible ] Some of the [ Indiscernible ], They had something in the office of the Director and [ Indiscernible ], Or Program Specialist, type of role, for something along those lines, that is probably a better fit for PMF .

 [ Silence ] [ Participants submitting questions in Chat.]

 You are welcome.

 [ Silence ] [ Participants submitting questions in Chat.]

 [ Silence ] [ Participants submitting questions in Chat.]

 Are there any other questions or concerns? I don't know if you saw, this is Darren -- in the Chat Box, please don't forget to download the SOP. it was current as of March of last year. Other than changes in leadership, there have been no changes implemented, to my knowledge.

 [ Silence ] [ Participants submitting questions in Chat.]

 Mr. Hommer, : how long do candidates remain active in the PMF? do candidates remain active in the PMF? They go through a resource board that recommends they go to permanent status. From there, the PMF status is like a regular GSM play. The apartment itself is two years. It can be extended up to 120 days, for whatever reason, if they need more time to complete the fellowship.

 [ Silence ] [ Participants submitting questions in Chat.]

 So, I will kind of piggyback on that, Richard. Within those two years, that first year covers the initial appointment, orientation, initiating of the Individual Development Plan, initiation of the performance plan, 80 hours of training and a mentor being as high. The second year was a one-your review, potential for promotion, update the IDP, developmental assignment, and another 80 hours of training. And as Richard stated, the executive resources board certification.

 Tonee , t: Can you share any feedback you may have received or was shared with your office from "graduates" of the program on their experiences?feedback you may have received or was shared with your office from "graduates" of the program on their experiences? Yes, so I did talk to a lot of our stakeholders, and PMF alumni. I would say, probably, the one piece of advice I would have is, make sure before you do the hiring action or talk to your hiring manager, this is the right program for you. It is not a good relationship when they go in with different expectations. What I mean by that, some PMF's are hired and they have not a challenging position or are put in an Evan Rolfe and there was at resistance from the leadership in order to get the developmental segments. One requirement they have to do is 146-month developmental assignment outside the hiring office. It can be within BA but not who hired them. It is a program that I said before is not right for everyone. It is something that has a lot of benefits and a lot of opportunities, especially if you are looking to build leadership roles and workforce management. Looking for someone who is young, highly educated, and [ Indiscernible ] Ambushes and driven. That relationship can release our if both parties come in with different expectations. What I tell hiring managers during the interview process, it is very important that you are up front and transparent about what your expectations are in the PMF -- [ Indiscernible - muffled ] [ Indiscernible - low volume ] Especially if they will move to D.C., will kind of working relationship or development opportunities -- [ Indiscernible - muffled ] [ Indiscernible - low volume ]

 You are welcome.

 [ Silence ] [ Participants submitting questions in Chat.]

 Okay, barring any other questions, I think we will put up. I highly encourage you to reach out to me or Darren if you think this is a program that is right for you. But I tell people who are not sure, you have access to the Talent Management System, to look at finalists and have their records and resumes. [ Indiscernible ] If that is the pool of talent you are looking for. If you are, we do a consult with you to make sure everything alights right before we do the posting. There we go from there. The fastest, the faster the recruiting action, the better. The individuals are very competitive. That tends to be the key to success, making sure you get the job offers out as fast as you can. What I will say, the hot times are evidently after the [ Indiscernible ] Announcement and the spring, when they finish up the program. It is a around recruiting time. You could recruit in the fall before the class announces. It will be a smaller pool. Those people -- [ Indiscernible - low volume ] [ Indiscernible - muffled ] and, if there are any questions, I know you are 201s. I'm not one myself. This is covered under pathways regulations and they had began the hiring authority [ Indiscernible ]. That usually covers I the answers that we get from HR.

 Thank you very much, Richard. Kevin, I will turn it back over to you for any comments or questions. I'm sorry, we have 1-1.

 Tonee, yes we do quick track retention. We have a conversion rate of 86% over the past 10 years. That is probably about 150+ PMF's hired over that decade. They have converted with the VA and gone on to be converted to permanent status with VA. We have a good retention rate. [ Indiscernible - low volume ]

 [ Silence ] [ Participants submitting questions in Chat.]

 You're welcome.

 Richard, and Darren, thank you for the informative session. I think all of you for your participation and the questions that you presented for them. And, remember to download the documents from the download pod and make sure that you have signed incorrectly, so we can if you credit to TMS. I think thank everyone for their participation. I hope you have a great rest of your day.

 [Naming Convention: First Name, Last Name, Location] Green, Kevin D., ORL: Good afternoon everyone, please make sure you use the correct naming convention shown on the log in screen so that you can receive credit via TMS.

 [ Pause ]