

## INFORMATION PAPER

DAPE-CPP  
March 5, 2014

SUBJECT: Presidential Management Fellows Program

1. Purpose: To provide an overview of the Presidential Management Fellow (PMF) Program within Army

2. Facts:

a. The PMF Program was established by Executive Order in 1977. The PMF program is designed to attract to the Federal Service outstanding graduate students from a wide variety of academic disciplines who have an interest, and commitment, to a career in the analysis and management of public policies and programs.

b. The Office of Personnel Management (OPM) manages the PMF program for all Federal agencies. The PMF Program Office solicits applicants annually (during the Fall) via an announcement on USAJOBS ([www.usajobs.gov](http://www.usajobs.gov)), search for "Presidential Management Fellows." The announcement will only appear when it is open on USAJOBS.

c. Graduate students interested in the PMF program must have completed an advance degree (masters, doctorate, or professional) from an accrediting college or university within two years of the PMF Program's application announcement. Selection of a PMF finalist is based on an OPM evaluation of the PMF application and a structured assessment center process that includes an evaluation of the candidate's oral and writing skills.

d. A list of PMF Finalists is published on the PMF website: <http://www.pmf.gov/>. Agencies have 12 months from this publication to hire. The OPM PMF Office hosts a Virtual Job Fair event for all current Finalists and participating agencies. This event is open to all the current Finalists and agencies. The PMF Coordinator for each agency solicits and approves the invitations for participation in the job fair.

e. The Army PMF Coordinator is Ms. Shenita Gooding, Training Management Office, AG-1(CP). Participation in the Virtual Job Fair will be annually solicited and must be coordinated by the Army PMF Coordinator.

f. Federal Agencies have the discretion to hire PMFs at the GS-9, 11 or 12 grade levels. The GS-12 level is the maximum grade level for Army Civilian Training Education and Development System (ACTEDS) funding support eligibility (i.e., PMF hired as a GS-9 /Target grade 12 will be funded by ACTEDS for 24 months; PMF hired at GS-11 or GS-12/Target grade 12 or 13 will **only** be funded for 12 months. There are no exceptions or waivers to this policy.

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g. PMFs are required to sign a mobility agreement as a condition of employment. The agreement confirms permanent placement upon successful completion of the training program. If a position for permanent placement is not available at the training site, organizations are responsible for identifying alternative placement within the Command prior to contacting AG-1(CP) for assistance.

h. PMFs must complete mandatory training identified by OPM and the specific training identified in the ACTEDS Master Training Plan as appropriate for the position/grade employed. At the end of the 2-year training, the PMF, Supervisor, and the Commander or designee must certify successful completion of the PMF's training by submitting a completed OPM Form 1303, ([http://www.pmf.gov/media/83737/opm\\_1303.pdf](http://www.pmf.gov/media/83737/opm_1303.pdf)) to the Army PMF Coordinator (Ms. Gooding), before generating a conversion personnel action to the Civilian Personnel Advisory Center. Ms. Gooding will sign and return the form to the organization's point of contact, so it can accompany the Request for Personnel Action (RPA).

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Army PMF Coordinator  
Approved by Edward David, Chief, TMO