



DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS
441 G STREET NW
WASHINGTON DC 20314-1000

S: 30 September 2013

CECW-CO

MEMORANDUM FOR CHIEFS, OPERATIONS, MAJOR SUBORDINATE COMMANDS

SUBJECT: Request for Nominations - FY14 National Operations Project Managers Career Assignment Program

1. I'm pleased to announce the Fiscal Year 2014 National Operations Project Managers Career Assignment Program (OPM CAP). This program has been tremendously successful since its inception in 2007, as evidenced by the number of program participants who have advanced in their career to assume permanent OPM positions. OPM CAP participants gain valuable cross training experience by acquiring new knowledge and insights from working outside their home districts. The OPM CAP is a critical national-level component in the development of future leaders within Operations and throughout USACE.
2. This program is primarily intended for applicants at the GS-12 level, having supervisory experience, and who aspire to the GS-13 OPM level and beyond. OPM CAP participants will fill vacant OPM positions for approximately four-months with full responsibility for all OPM business management functions at the project. Additional information is contained in the enclosed OPM Career Assignment Program Fact Sheet (Encl 1).
3. Request your support and assistance with this important program, as follows:
 - a. Nominate up to two individuals per MSC for assignments beginning the first of CY14. Qualifications and nomination procedures are on the enclosed Fact Sheet. Depending on OPM vacancies existing at the time, we may not be able to place all applicants. Therefore, the remaining nominations will be held in a pool for consideration of other temporary developmental opportunities that may arise in the remainder of the year. The Application Form is enclosed (Encl 2).
 - b. Canvass your MSC to identify appropriate OPM positions that will be vacant near the first of CY14 and offer them as slots for this program. To the extent possible, these would be OPM positions managing a number of different business lines in order to provide for a well-rounded OPM CAP experience.
4. OPM CAP participant's labor (salary) will continue to be paid by his/her home district. HQUSACE will cover related travel and TDY costs.

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5. Please forward your MSC nomination(s) and any appropriate OPM vacancies to the OPM CoP Advisory Board Chair, Mr. Timothy A. Rainey, Operations Project Manager, Lake Sidney Lanier, P.O. Box 567, 1050 Buford Dam Road Buford, GA 30515-0567; (770) 945-9531.

Timothy.A.Rainey2@usace.army.mil **NLT 30 September 2013.**

6. Thank you in advance for supporting and encouraging your team members to take advantage of this opportunity that will prepare them to lead the O&M program into the future.



JAMES R. HANNON
Chief, Operations and Regulatory Division
Directorate of Civil Works

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CF: District Operations Chiefs
Operations Project Managers

FACT SHEET OPERATIONS PROJECT
MANAGERS NATIONAL CAREER
ASSIGNMENT PROGRAM

1. Program Description.

1.1 The National Career Assignment Program (CAP) for Operations Project Managers (OPMs) is designed to provide those who aspire to the position of OPM with competitive assignments to broaden their career perspective and prepare them for the Corps future. This program is also open to lower graded OPMs who desire an opportunity to function at a higher grade level, performing more complex duties and perhaps becoming involved in the management of new business lines. Assignments will generally be at the GS-13 level at multi-purpose water resource developments. Length of assignments will generally be four months, but may vary from three to five months. Enrollees' salaries will be paid by their home district with travel expenses paid by HQUSACE.

1.2 In addition to the experience of managing a multi-purpose field project, participants will benefit from interaction among all national program participants. At least one meeting will be held with senior leaders in HQUSACE. Participants may also be assigned to participate in designated training courses and to complete specific assignments or projects during their tenure (i.e. project management training and PMI certification).

1.3 Enrollees will work under the direct supervision of the Chief, Operations Division. They will be assigned a peer mentor (preferably an OPM at an adjacent project) within the sponsor district who will be responsible for answering questions and providing useful district and local information, such as district policy, local contacts, lodging recommendations, etc.

1.4 Annually, each MSC is encouraged to examine OPM vacancies or anticipated vacancies and make an assignment available for the national program. To the extent possible, assignments should be at projects where a number of different business lines are managed in order to provide for a well-rounded experience. It is anticipated that two to three such assignments will be available each FY. Assignment nominations will be forwarded in response to an annual call letter.

2. Candidate Qualifications.

2.1 Candidates should be currently employed in, or qualified for, any of the applicable OPM job series (0025, 0401, 0340, 1601, 0800 interdisciplinary engineer, etc.) They should be team members who consistently exhibit outstanding performance with demonstrated leadership qualities and the potential to perform successfully as an OPM.

HQUSACE Operations Project Manager Career Assignment Program
Application Form

MSC Operations Chiefs will forward up to two nominations annually for those who meet the program criteria. A forwarded nomination will represent the MSC's assurance that the candidates are capable of performing OPM duties in an acceptable manner and will be an appropriate representative of the MSC. MSC Operations Chiefs will furnish the following information for each nominee to the OPM CoP Advisory Board Chair (ATTN: Timothy Rainey). Nominations will be forwarded in response to an annual call letter.

Applicant Name:

Address, telephone and e-mail:

Current position title, grade & series:

Current supervisor, phone number and e-mail address:

Education qualifications, degrees and major field of study:

Experience resume

Attachments:

1. Copy of most recent performance appraisal.
2. Candidate's one-page narrative describing the benefits (both personal and to the agency) of program participation.
3. Endorsement letters from supervisor and District Operations Division Chief.

Direct questions to Mr. Timothy A. Rainey , Operations Project Manager, Lake Sidney Lanier, P.O. Box 567 1050 Buford Dam Road Buford, GA 30515-0567 Phone: (770) 945-9531.
Timothy.A.Rainey2@usace.army.mil

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