



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

REPLY TO
ATTENTION OF

S: 15 November 2019

CEMP-CE/CECW-CO

MEMORANDUM FOR COMMANDERS, MAJOR SUBORDINATE COMMANDS AND
DISTRICT COMMANDS

SUBJECT: Request for Nominations - 2020 Headquarters, U.S. Army Corps of Engineers (HQUSACE) Environmental Compliance and Sustainability Career Assignment Program (ECS-CAP)

1. It is our pleasure to announce the eighth annual call for nominations for the HQUSACE ECS-CAP. This program provides an excellent opportunity for future leaders to gain valuable experience and insight into the dynamic and closely interrelated USACE Environmental Compliance and Sustainability Programs at the national level. We will accept one nomination from each Major Subordinate Command (MSC) for each of the planned ECS-CAP terms (i.e., no more than two nominations per MSC, as explained below).
2. Subject to availability of funds, two ECS-CAP assignments (duration not to exceed 179 days) are scheduled to run from January 2020 to June 2020, and from July 2020 to December 2020. The exact reporting dates will be determined once selections for the assignments are made. Nominations must be sent through the MSC to the points of contact listed below no later than 15 November 2019. Nominations will not be accepted directly from individuals or Districts. Selections will be announced by 29 November 2019. See enclosure for further explanation of the program and nomination procedures.
3. Salaries for the CAP assignees will remain the responsibility of their home office. Travel and full per diem costs will be funded by HQUSACE.
4. The points of contact for the ECS-CAP are Mr. Jeff Krause/CEMP-CO at (202) 761-1228 and Marti Sedgwick/CEMP-CEC at (202) 761-1936.

LARA E. BEASLEY
Acting Chief, Environmental Division
Directorate of Military Programs

SEP 17 2019

(Date)

THOMAS P. SMITH
Chief, Operations & Regulatory Division
Directorate of Civil Works

SEP 25 2019

(Date)

Encl

HQ USACE ENVIRONMENTAL COMPLIANCE AND SUSTAINABILITY
CAREER ASSIGNMENT PROGRAM (ECS-CAP)
Civil Works Operations and Environmental Divisions

The Environmental Compliance and Sustainability Career Assignment Program (ECS-CAP) is intended to provide opportunities for career assignments at the GS-11 thru GS-14 staff or Section Chief-level. The objective of the program is to place two CAP participants per year in a HQ-level position supporting Civil Works Operations (OPS) and Environmental Divisions. Consideration may be given to GS-09 level nominees who show exceptional potential, and are energetic, self-motivated, and forward-thinking in terms of environmental compliance and sustainability, and who are fully supported by their chain of command.

Civil Works Operations and Environmental Divisions work together on Environmental Compliance and Sustainability. OPS provides policy and guidance to field operating activities on management of Civil Works Operations projects and missions in support of the Environmental Compliance Program – a program that is closely aligned and coordinated with the USACE Sustainability Program. The Sustainability Program, which spans all USACE missions and facilities, is led by the Environmental Division in coordination with OPS and several other HQ offices.

Participants in the ECS-CAP will be involved in all facets of environmental compliance and sustainability program management at the HQ level, including strategic planning, budget development, policy/guidance/training development, performance measurement, management review, and preparation and submission of agency-level environmental compliance and sustainability deliverables responding to environmental and sustainability requirements in Federal statutes, regulations, and executive orders. Specific assignments will be determined by the staff and leadership of Civil Works Operations and Environmental Divisions.

While completing staff actions, the assignee will have opportunities to interact with many other elements of USACE and the Office of the Assistant Secretary of the Army for Civil Works, as well as DoD components, other Federal agencies and the Administration.

For specific information on the Environmental Compliance Program, review ER 200-2-3 (Environmental Compliance Policies) at http://www.publications.usace.army.mil/Portals/76/Publications/EngineerRegulations/ER_200-2-3.pdf

For information on the Sustainability Program, review the USACE Sustainability webpage at <https://www.usace.army.mil/Missions/Sustainability.aspx>.

Nomination Procedure.

Interested and qualified applicants must submit a resume through their supervisor to their District office for consideration. District offices will forward their top candidates to their MSC. Each MSC will prepare and send a memorandum endorsing their top two candidates. Nominees must have the support of their supervisor.

Resume Format. (12 point font not to exceed three pages)

- I Name, Position Title, Classification, Grade, Location, Telephone Number
- II Professional Career Goals and Objectives
- III Leadership Experience and Skills
- IV Work Experience and Major Accomplishments
- V Education – major field of study and degrees
- VI Development and Training
- VII Assignment period availability (January-June, July-December, or either period / no specific preference)

Ranking Criteria.

The selection committee will be looking for qualified individuals who are consistent top performers, energetic, self-motivated, forward-thinking, and exhibit clear leadership and career-advancement potential. Nominees will be ranked on the following criteria as addressed in their resume:

- (1) Alignment of professional career goals/objectives with the ECS-CAP
- (2) Demonstrated leadership experience and skills
- (3) Relevance of work experience and major accomplishments to the ECS-CAP
- (4) Relevance of education to the ECS-CAP
- (5) Extent of development/training related to ECS-CAP, including formal and informal development/ training and non-work related activities
- (6) Writing ability as indicated from the nominee's resume and adherence to instructions
- (7) Endorsement memorandum from the applicant's MSC