



DEPARTMENT OF THE ARMY  
U.S. ARMY CORPS OF ENGINEERS  
WASHINGTON, D.C. 20314-1000

REPLY TO  
ATTENTION OF:

S: 15 November 2002

CECW-ON

OCT 9 2002

MEMORANDUM FOR COMMANDERS, MAJOR SUBORDINATE COMMANDS AND  
DISTRICT COMMANDS, CHIEFS, OPERATIONS DIVISIONS

SUBJECT: HQUSACE Career Assignment Program - Natural Resources Management Branch,  
Operations Division

1. The Natural Resources Management (NRM) Career Assignment Program (CAP) will be conducted in Fiscal Year (FY) 2003. This is an excellent opportunity for our future leaders to gain valuable experience and insight into the U.S. Army Corps of Engineers NRM program at the national level. Two CAP assignments will be made this year.
2. The 5-month assignments will run from mid-January to mid-June 2003 and from mid-June to mid-November 2003. The exact reporting date may be negotiated once selections for the assignments are made. Please submit nominations (not to exceed two per Major Subordinate Command) not later than 15 November 2002, to Headquarters, U.S. Army Corps of Engineers, Natural Resources Management Branch (CECW-ON).
3. Criteria for eligible candidates and requirements for submission of nominations are contained in the enclosure. All qualified and interested team members are encouraged to submit an application.
4. Salary for the assignees is the responsibility of the district or division. Travel and per diem are the responsibility of CECW-ON.
5. Announcements of the selections are expected to be made on or about 10 December 2002. CECW-ON point of contact is Debra Stokes, (202) 761-7769.

FOR THE COMMANDER:

Encl

  
MICHAEL G. ENSICH  
Acting Chief, Operations Division  
Directorate of Civil Works

CAREER ASSIGNMENT PROGRAM  
Natural Resources Management Branch  
HQUSACE

The Career Assignment Program (CAP) within the HQUSACE Natural Resources Management Branch is designed to provide opportunities for career assignments at the GS-11 through GS-14 staff or section chief level. The objective of this program is to place at least two GS-11 through GS-14 special assignees per year in the Branch. On rare occasions, consideration will be given to GS-09 level Natural Resources Management employees who show exceptional potential and are fully supported by the district and division.

Branch Function

The function of the Natural Resources Management Branch is to provide policy and guidance to FOA on management of recreation, natural and cultural resources at water resource development projects. The branch is divided into three sections: Recreation Programs, Environmental Stewardship and Environmental Compliance.

Participants in the CAP may be involved in all facets of the branch functions including budgeting, park ranger programs, management of natural resources, real estate actions, mobilization, training, policy review and development, and research. Assignments will be determined by the section chiefs based on anticipated workload.

Assignees may be involved in drafting policy, developing or reviewing regulations, preparing executive briefing and information papers, participating in interagency coordination, and preparing responses to Congressional, White House, or public queries relating to the Corps Natural Resources Management Program. While completing some staff actions, the assignee will also be afforded the opportunity to observe the functions of other elements and agencies in the Washington, D.C. area.

Nomination Procedure

Division commanders will forward nominations for only qualifying individuals, who perform well consistently and exhibit clear leadership potential. A forwarded nomination will represent the MSC's assurance that the individual is capable of performing assigned duties in an acceptable manner and will represent the Corps well as representatives of the agency. Division commanders will furnish the following information for each nominee to HQUSACE, CECW-ON.

- (1) Name and Grade
- (2) Position, Job Title, and Classification
- (3) Educational Qualifications; Major Field of Study
- (4) Resume of Experience
- (5) Professional Career Objective(s).