



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

S: 13 October 2004

CECW-CO

SEP - 8 2004

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

SUBJECT: FY05 HQUSACE Career Assignment Program – Operations Natural Resources
Management Community of Practice.

1. The Natural Resources Management (NRM) Career Assignment Program (CAP) will be conducted in Fiscal Year 2005 (FY 05), contingent upon funding received to support this program. This memo is being forwarded now to allow potential applicants sufficient application and planning time, anticipating that funding will be received. The Career Assignment Program 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 are anticipated for FY 05.
2. The 5-month assignments are planned to run from mid-January to mid-June 2005 and from mid-June to mid-November 2005. 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) to Mr. George Tabb at HQ, U.S. Army Corps of Engineers, Operations – NRM Community of Practice (CECW-CO), not later than 13 October 2004.
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 CAP assignees are the responsibility of the district or division. Travel and per diem are the responsibility of CECW-CO.
5. Announcements of the selections are expected to be made on or about 15 November 2004. The Operations-NRM Community of Practice Leader and POC for this matter is Mr. George Tabb, (202) 761-1228.

FOR THE COMMANDER:

A handwritten signature in black ink, appearing to read "Michael B. White".

Encl

MICHAEL B. WHITE
Chief, Operations
Directorate of Civil Works

CAREER ASSIGNMENT PROGRAM
Operations - Natural Resources Management Community of Practice
HQUSACE

The Career Assignment Program (CAP) within the HQUSACE Operations - Natural Resources Management Community of Practice (NRM CoP) is designed to provide opportunities for career assignments at the GS-11-14 staff or Section Chief level. The objective of this program is to place at least two GS-11-14 special assignees per year in the NRM CoP. 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.

NRM CoP Function

The function of the NRM CoP is to provide policy and guidance to FOA on management of recreation, natural and cultural resources, and environmental compliance at water resource development projects.

Participants in the CAP may be involved in all facets of the NRM CoP 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 NRM CoP Leader 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 the NRM CoP Leader (Mr. George Tabb) at HQUSACE, CECW-CO.

- (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).
- (6) Preferred assignment period (mid-Jan – mid-Jun 05, or mid-June – mid-Nov 05)

Enclosure

CECW-CO

SUBJECT: FY 05 HQUSACE Career Assignment Program Operations - Natural Resources
Management Community of Practice

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