

Letter from the Functional Chief Representative (FCR)



Dear CP-56 Attorneys and Paraprofessionals,

The Legal Career Program's mission is to expose civilian legal professionals to formal education, training, professional development, and performance-enhancing job experiences throughout their careers.

In FY 18, the Legal Career Program (CP-56) was able to provide formal education and training to 162 careerists, including three careerists who started earning their LL.M.s at The Judge Advocate General's Legal Center & School.

*William J. Koon, Acting Director,
Civilian Personnel, Labor and
Employment Law and CP-56*

To date in FY 19, CP-56 has already approved training for a record number of CP-56 attorneys and paraprofessionals. We are approved to fund travel and tuition for 174 attorneys and paraprofessionals to attend 25 courses. Courses approved for this fiscal year are listed on the next page.

For the remainder of this fiscal year, CP-56 is facing significant budget challenges. CP-56 was recently notified to expect a 47% cut from our expected funding level as part of career program-wide budget cuts. With such an unplanned and significant budget cut, CP-56 will be unable to approve any additional trainings in FY19 absent additional funding from HQDA. Training our attorneys and paraprofessionals is our top priority and CP-56 will continue to work with our leadership to advocate for additional training dollars.

To try to mitigate our budget cut and still provide professional development opportunities for our legal professionals, we are asking everyone in CP-56 to send us your training priorities and suggestions for low-cost training options.

Please do not hesitate to contact us or put your training priorities and suggestions on our milBook page: <https://www.milsuite.mil/book/groups/career-program-56-legal>

If you have any questions, do not hesitate to contact me or any member of my team.

Sincerely,



Will Koon



CP-56

LEGAL CAREER PROGRAM

Courses Approved for FY19	# TRAINED
Ethics Counselor Course (TJAGLCS)	6
Cyber Law Course (AF JAG School)	4
Govt Contracts and Fiscal Law New Developments (TJAGLCS)	6
Legal Assistance Course (TJAGLCS)	4
FLRA Week (FELTG)	7
Income Tax Law	1
Eminent Domain and Land Valuation Litigation (ALI)	3
Administrative Law for Military Organizations (TJAGLCS)	3
Federal Real Property Lease Law (Mgmt Concepts)	3
Paralegal Certificate Course (CLS)	16
Advanced Legal Research and Writing (CLS)	7
Victim Advocacy (CLS)	4
Legal Investigation (CLS)	5
Negotiation Skills (Mgmt Concepts)	4
Fiscal Law Course (TJAGLCS)	2
Antideficiency Act (Mgmt Concepts)	4
Command/Chief Paralegal New Developments Course (TJAGLCS)	3
DoD FOIA Workshop	9
DoJ FOIA/PA For Attorneys and Access Professionals	7
Masters Institute in Government Contracting (FPS)	30
FAR Workshop (FPS)	30
MSPB Law Week (FELTG)	2
EEOC Law Week (FELTG)	3
Developing & Defending Discipline: Holding Federal Employees Accountable (FELTG)	6
Emerging Issues Week: The Federal Workplace's Most Challenging Situations (FELTG)	5
TOTAL	174

Questions?

William J. Koon
 william.j.koon.civ@mail.mil
 571-256-2936

Sarilyn Leary
 sarilyn.h.leary.civ@mail.mil
 703-693-0545

Lyndsay M. Lujan
 lyndsay.m.lujan.civ@mail.mil
 571-256-2870



Do You Have an Individual Development Plan (IDP)?

Your IDP should be a collaborative effort between you and your supervisor. The IDP should include your professional development goals over the current and next few performance appraisal cycles. Do not hesitate to include training that will help you perform in your current position, details or cross-training opportunities, and training that will help you achieve your future career goals.



How to Create Your IDP

Army Career Tracker (ACT) is the Army's official system of record for IDP development and documentation. To create your IDP, navigate to ACT (www.actnow.army.mil) to get started. Detailed instructions for how to create your IDP on ACT are on our mil-Book page – but here are a few tips to avoid common frustrations:

1. Before starting your IDP, ensure your current supervisor is listed under the Leaders & Mentors Page;
2. If you would like your personal or professional goals incorporated into your IDP, do not forget to check the IDP Goal box when creating a goal;
3. When incorporating your goals into your IDP, do not forget to click UPDATE on the bottom of the IDP page if there are warning flags.

Need Help?

1. Check out the ACT Quick Start Guide: <https://actnow.army.mil/files/form/anonymous/api/library/88c9b105-1a9e-4779-85fe>
2. Browse the ACT Knowledge Base: https://actnow.army.mil/wikis/home?lang=en-us#!/wiki/W03f5defc0a9f_4ef2_951b_817a23b074e1

Questions?

William J. Koon
william.j.koon.civ@mail.mil
571-256-2936

Sarilyn Leary
sarilyn.h.leary.civ@mail.mil
703-693-0545

Lyndsay M. Lujan
lyndsay.m.lujan.civ@mail.mil
571-256-2870

