Developing a Strategic Vision for Your Career

Leader Development Programs for Career Army Civilians

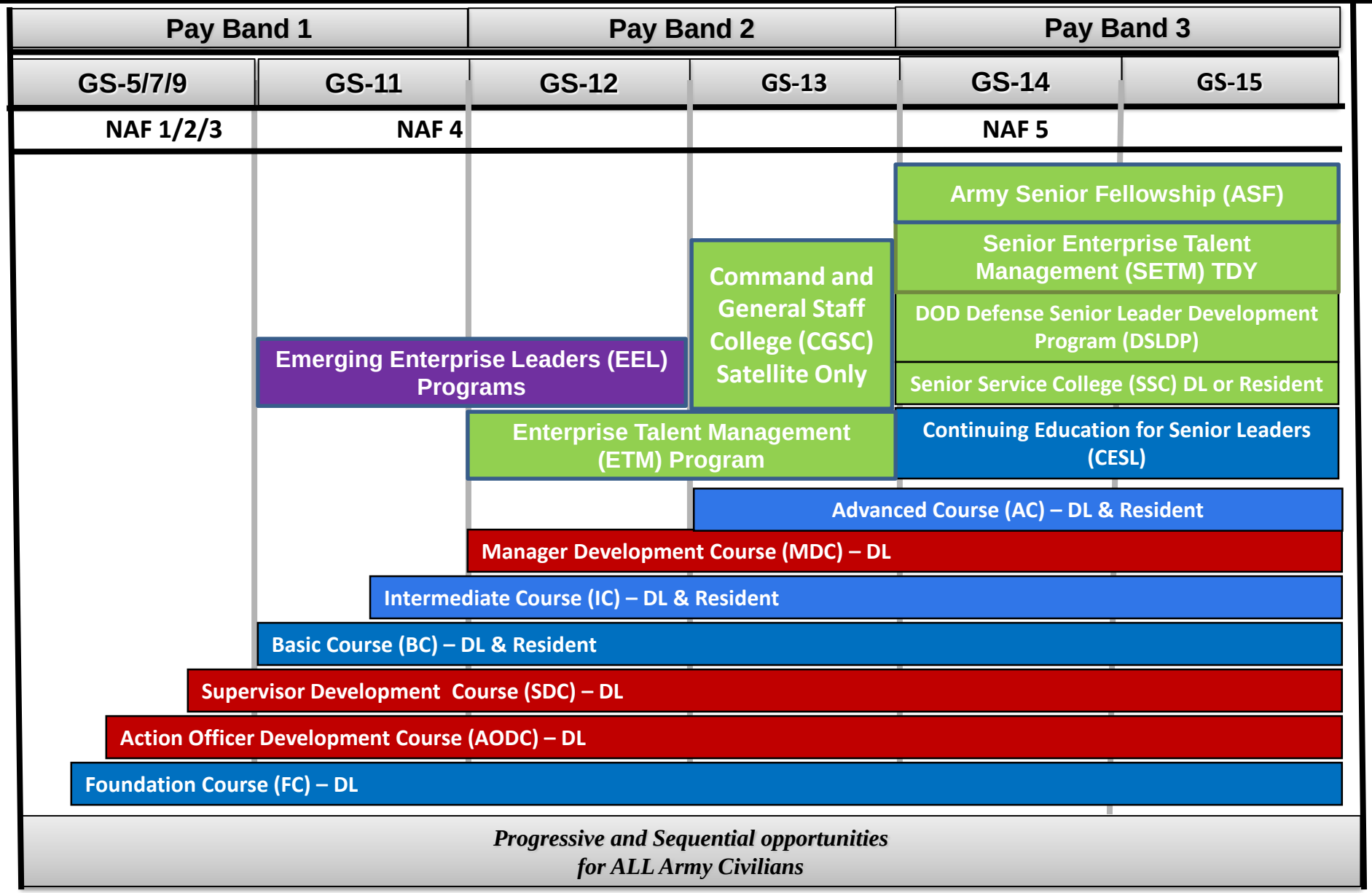
Civilian Senior Leader Management Office (CSLMO),
Deputy Under Secretary of the Army (DUSA)

Agenda

- Career Development Path for Army Civilians
- SETM / ETM Programs Selection Process
- Senior Enterprise Talent Management (SETM)
- Enterprise Talent Management (ETM)
- SETM / ETM Application Timelines
- Points of Contact

AMERICA'S ARMY:
THE STRENGTH OF THE NATION

Civilian Career Development Path



Progressive and Sequential opportunities for ALL Army Civilians

SETM/ETM Programs

PURPOSE: SETM/ETM are the means by which HQDA prepares Senior Civilians (GS-12/15 or equivalent) to assume positions of greater responsibility across the Enterprise.

POLICY:

- Army Regulation 350-1 (Army Training and Leader Development)
- FY20 Army Civilian Training Education & Development System (ACTEDS) Training Catalog – Government Training Programs

SELECTION PROCESS:

- Army Civilians must volunteer and apply via the SETM automated system.
- Commands/organizations conduct selection board(s) and submit their Order-of-Merit-Lists (OML) to the Civilian Leader Development Division (CLDD).
- **HQDA Board Members (SESs/GOs/GS-15s/COLs)** individually assess and assign utilization ratings to each application.
- **Board Phase I** – Board determines final utilization ratings and selects Phase II candidates.
- **Board Phase II** – Board conducts individual interviews and establish an OML by modules.
- **Board Phase III** – Board decides placements of DSLDP/SSC-PCS/CGSOC-Naval Course graduating students based on commands/organizations' input, needs of the Army and candidates' assignment preferences.

SETM Program Modules

Defense Senior Leader Development Program (DSLDP)

- Open to Army senior Civilians **GS-14/15 (or equivalent)** with 3+ years of Army service.
- 2-year program: Attend Senior Service College (SSC) at Air, Navy, National War College or Eisenhower School plus 4 to 6 month developmental assignment.
- Baccalaureate Degree required.
- **Will earn a Masters' Degree.**
- **Reassigned to HQDA Civilian Personnel Training Account (CPTA).**
- Mobility and Continued Service Agreements required.
- Completion of CES Advanced Course or equivalent/constructive credit required.
- Graduate Placement/Reassignment Worldwide.

Naval War College Senior Level Course

- Open to Army senior Civilians **GS-14/15 (or equivalent)** with 3+ years of Army service by the start date of the program.
- 1-year program (July to June) at Newport, RI.
- Have experience in DA National Security policy and Defense agencies interaction Have a minimum Secret level clearance.
- College of Naval Warfare graduates are awarded a Master's degree in Defense and Strategic Studies (most agree to curriculum attendance and completion).
- **Reassigned to HQDA CPTA.**
- Mobility Optional (PCS or TDY)
- Continued Service agreement required.
- Completion of CES Advanced Course or equivalent/constructive credit required.
- Graduate Placement/Reassignment Worldwide.

SETM Program Modules

Senior Service College (SSC) Resident

- Open to Army senior Civilians **GS-14/15 (or equivalent)** with 3+ years of Army service by the start date of the program.
- 1-year program (July to June): Attend Army War College (Carlisle, PA) or Eisenhower School at National Defense University (Fort McNair, DC).
- **Will earn a Masters' Degree.**
- **Reassigned to HQDA CPTA.**
- Mobility Optional (PCS or TDY-and-Return with approved Utilization Plan)
- Continued Service Agreement required.
- Completion of CES Advanced Course or equivalent/constructive credit required.
- Graduate Placement/Reassignment Worldwide.

Senior Service College (SSC) Distance Education

- Open to Army senior Civilians **GS-13*/14/15 (or equivalent)** with 3+ years of Army service by the start date of the program.
- ***GS-13 must have completed a CGSOC***
- 2-year program: Attend Orientation (May),
- 2 week TDY at the end of first year (June) and 2 week TDY at the end of program that includes CAPSTONE/Graduation at AWC (June).
- **Will earn a Masters' Degree.**
- Mobility optional, if so Graduate Placement/ Reassignment Worldwide.
- **Stay assigned to parent organization.**
- Continued Service Agreement required.
- Completion of CES Advanced Course or equivalent/constructive credit required.

SETM Program Modules

Army Senior Fellowship (ASF)

- Open to Army senior Civilians **GS-14/15 (or equivalent)**.
- Must be a graduate of a Senior Service War College
- 12-month Training With Industry
- Graduate Training Courses
- 6 – 8 month Developmental Assignment
- Baccalaureate Degree required
- TDY and Return / Remain assigned to Current Command
- SES develops individual training plan for the fellow.
- SES Mentorship
- Continued Service Agreement required

SETM – Temporary Duty (SETM – TDY)

- Open to Army senior Civilians **GS-14/15 (or equivalent)**.
- Detail not to exceed 179 days.
- TDY Worldwide.
- Commands submit SETM/ETM-TDY projects using respective form(s).
- CLDD validates projects.
- FCRs match selectees to projects.
- **Stay assigned to parent organization.**
- Continued Service Agreement required.
- CLDD pays TDY costs.
- Receive Coaching Sessions from a certified Army Coach
- Attend the Leadership Development Program at the Center For Creative Leadership

SETM Execution Timeline

February 2021, **HQDA SETM Phase III (Graduate Placement)**

October 2020 SETM-ASF

July 2021 – June 2022, SETM-SSC (Resident)

May 2021 – July 2023, SETM SSC (Distance Education)

February – September 2021, SETM-TDY

February 2021 – April 2023, SETM-DSLDP

15 December 2020, SETM Results Published

17 – 21 August 2020, **HQDA SETM Phase II Board (Interviews)**

28 – 31 July 2020, **HQDA SETM Phase I Board (Pre-Selection)**

30 June 2020, SETM OMLs due to CLDD

1 – 30 June 2020, Command Boards SETM

16 – 31 May 2020, FCR Assess and Rank Applications

15 May 2020, SETM Application Closes

1 March – 15 May 2020, SETM Application Period

2020
Application Period
1 Mar – 15 May 20

ETM Program Modules

Command and General Staff Officer Course (CGSOC) - Satellite

- Open to senior DACs GS-13 (GS-12 by exception) with 3+ years of Army service.
- Expands participants' knowledge of the operational and tactical common core elements of the Army.
- Completion of CES Advanced Course or equivalent/constructive credit required.
- Baccalaureate degree required.
- **Attendance to a 15-weeks Satellite Course**
- Continued Service Agreement required.

Executive Leader Development Program (ELDP) DoD Level Program

- Open to senior Army DACs GS-12/13 (equiv) serving in a permanent position for at least 1 year before nomination is due to DoD.
- 10-month program of intense learning and training experiences across DoD Enterprise.
- Option to participate in rigorous physical activities at DoD Components' locations.
- Have completed the CES Intermediate Course.
- Have a Secret clearance as a minimum.
- Possess a valid Gov't Travel card & passport.
- **Must use 2020 ELDP application forms.**

AY 20
Common Core

C100 ... Foundations

updated 09JUL19 by Mr. Ted Ihrke

C121	Critical Thinking	4 hrs
C122	Creative Thinking	2 hrs
C123	Application of Critical and Creative Thinking	2 hrs
C131	Leader Development	2 hrs
C132.1	Self Awareness (MBTI)	2 hrs
C132.2	Self Awareness (LSI)	1 hr
C133	Individual Development Plan (IDP)	1 hr
C135	Profession of Arms	2 hrs
C171	Effective Writing	2 hrs
C172.1	Writing Workshops #1	2 hrs
C172.2	Writing Workshops #2	2 hrs
C173	Effective Speaking, Briefing and Listening	2 hrs
C174	Briefing Practicum	6 hrs
		30 hrs

Assessment Plan:
- No formal grades
- Pass / Fail in Bb / SMS

Credit hours = 1.9
Not Counted in GPA

H100 ... History: Rise of the Western Way of War

updated 25JUN19 by Dr. Harry Laver

H101	War, Society and the Structure of Military Revolution	2 hrs
H102	State Armies and Limited War in Early-Modern Europe	2 hrs
H103	Nation in Arms: Napoleon	2 hrs
H104	Imperial Overextension	2 hrs
H105	Clausewitz	2 hrs
H106	Jomini	2 hrs
H107	The Brain of a Modern Army	2 hrs
H108	World War I - Train Wreck	2 hrs
H109	Birth of Combined Arms	2 hrs
H110	Blitzkrieg	2 hrs
H111	The Limits of Blitzkrieg	2 hrs
H112	Emergence of Multi-Domain Operations: Air Power Theory & App	2 hrs
H113	The Chinese Way of War: An Alternative to Large Scale Combat Ops	2 hrs
		26 hrs

Assessment Plan:
- Outline ... P / F
- Essay ... 60 %
- Contribution to Learning ... 40%

Credit Hours = 1.6

F100 ... Managing Army Change

updated 27JUN19 by LTC Kenneth Woods

F101	Foundations of Change	4 hrs
F102	Joint and Army Capability Development	2 hrs
F103	Defense Acquisition System	4 hrs
F104	Develop Organizational Requirements	2 hrs
F105	Develop Organizational Authorizations	4 hrs
F106	Force Integration	4 hrs
F107	Planning Programming Budget Execution (PPBE)	2 hrs
F108	Fiscal Stewardship	4 hrs
F109	Resource Management	2 hrs
F110	Operational Contract Support	4 hrs
F111	Student-Developed Case Studies	2 hrs
		34 hrs

Credit Hours = 2.1

Assessment Plan:
- Case Study Azimuth Checks ... 10%
- Case Study Written Product ... 50%
- Case Study Brief ... 15%
- Financial Management Quiz ... 25%

X100 ... Comprehensive Exam

updated 14JUN19 by Dr. Michelle Miller

Weighted 16 hrs
Credit Hours = 1

Assessment Plan:
- Exam ... Bb Multi Choice ... 30 %
- Exam ... Oral Board ... 70 %

CGSOC – CC Contains
285 hours including C100 (P / F) or
255 hours without C100 – Weighted GPA

C200 ... Strategic Context of Op Art

updated 25JUN19 by Mr. Brian Allen

C201	Intro to the Nature of War & the Combatant Cmdr Perspective	4 hrs
C202	Understanding the Environment	4 hrs
C203	Power and Strategy	4 hrs
C204a	National Organizations and Process	2 hrs
C204b	DoD and Theater Organizations and Processes	2 hrs
C205	National and Department of Defense Strategy and Policy	4 hrs
C206	Combatant Commander Theater Evaluations	2 hrs
C299	Strategic Estimate Practical Exercise	8 hrs
		30 hrs

Credit Hours = 1.9

Assessment Plan:
- Test 1 (C201 – C204b) ... Bb Multi Choice ... 20 %,
- Test 2 (C205 – C206) ... Essay ... 50 %
- Contribution to Learning ... 30 %

C300 ... Unified Action

updated 18JUL19 by Ms. Heather Karambelas

C301	Fundamentals of Joint Ops & Unified Action	4 hrs
C302	Joint Functions	4 hrs
C303	Joint Functions Across the Range of Military Operations (ROMO)	4 hrs
C304	Multinational Operations	2 hrs
C305	Interorganizational Cooperation & Considerations	2 hrs
C306	US Army	3 hrs
C307	US Navy and Coast Guard	3 hrs
C308	US Marine Corps	3 hrs
C309	US Air Force	4 hrs
C310	US Special Operations Forces	2 hrs
C311	US Space Operations	2 hrs
C312	Cyber Space Operations	2 hrs
C313	US Army Sustainment Support to Unified Action	2 hrs
C399	Unified Action PE	4 hrs
		41 hrs

Assessment Plan:
- Test 1 (C301 – C305) ... Bb Multi Choice ... 20 %,
- Test 2 (C306-C313) ... Essay ... 50 %
- Contribution to Group Learning (C301-C313) ... 15 %
- Contribution to Group Learning (C399) ... 15%

Credit Hours = 2.5

C400 ... Apply US Army Doctrine

updated 25JUN19 by Mr. Damien Fosmoe

C401	Doctrinal Concepts of Unified Land Operations (ULA) in Unified Action	6 hrs
C402	Commander's Role in the Operations Process	4 hrs
C403	Tactical Sustainment	4 hrs
C404	Reconnaissance and Security Operations	4 hrs
C405	Offense Operations in ULA	6 hrs
C406	Defense Operations in ULA	6 hrs
C407	Stability Operations in ULA	2 hrs
C408	US Army Training (Satellite Only)	2 hrs
C409	Military Decision Making Process	4 hrs
		36 hrs Res

Leavenworth Credit hours = 2.25
38 hrs Sat
Satellite Credit hours = 2.38

Assessment Plan:
- Pre-C400 Diagnostic Exam
- Exam ... 65 %
- Contribution to Learning ... 35%

C500 ... Operational Art & Planning

updated 18JUL19 by Ms. Heather Karambelas

C501	Introduction to Operational Art and Design	4 hrs
C502	Elements of Operational Design	8 hrs
C503	Introduction to Joint Planning Process (JPP)	6 hrs
C504	Joint Logistics Planning	2 hrs
C599	Joint Planning Process Exercise	24 hrs
		44 hrs

Credit Hours = 2.8

Assessment Plan:
- Operational Art Assessment Exam ... 60 %
- Contribution to Learning ... 15 %
- Contribution to C599 PE ... 25 %

As of 19JUL19

ETM Program Modules

Naval War College - Intermediate Level Course

College of Naval Command & Staff (CNC&S) Program

- **Open to Army DACs GS-13/equiv only.**
- Have served 3 years in permanent Army position before reporting to Newport, RI.
- Possess a baccalaureate degree.
- Selection based on past performance, demonstrated potential and seniority.
- Considered for placement into positions of greater responsibilities Army-wide.
- Have completed CES Advanced Course or granted equiv/constructive credit.
- Have experience in DA Nat'l Security policy and Defense agencies interaction.
- Have a minimum Secret level clearance.

ETM

- **CNC&S graduates are awarded a Master's degree in Defense & Strategic Studies (must agree to curriculum attendance & completion).**
- **Selectees will be placed in CPTA and then PCS under the Mobility Agreement after graduation from the course.**

ETM Program Modules

Enterprise Talent Management - Temporary Duty (ETM – TDY)

- Open to Army senior Civilians GS-13 (or equivalent).
- Applicant must currently be serving in a permanent DAC GS-13 or equivalent position.
- TDY assignment not to exceed 90 days broadens Civilians through participation on a special project or filling a different position to build enterprise level experience.
- Receive Coaching Sessions from a certified Army Coach
- Attend the Leadership Development Program at the Center For Creative Leadership

Leadership Shadowing Experience

- Open to Army senior Civilians GS-13 (or equivalent).
- Applicant must currently be serving in a permanent DAC GS-13 or equivalent position.
- Selection for participation does not guarantee a leadership shadowing experience.
- **20 working days structured leadership shadowing experience with FCR/SES.**
- Participation depends on the resources available to fund shadowing experiences.
- Receive Coaching Sessions from a certified Army Coach

ETM Execution Timeline

February 2021, **HQDA SETM Phase III (Graduate Placement)**

August 2021, ETM-ELDP Begins

January – October 2021, Multiple CGSOC Satellite Classes

January 2021, ETM-TDY and ETM-Shadowing Begins

October 2020, ETM Results Published

13 – 16 October 2020, **HQDA ETM Phase II Board (Interviews)**

22 – 25 September 2020, **HQDA ETM Phase I Board (Pre-Selection)**

30 June 2020, ETM OMLs due to CLDD

1 – 30 June 2020, Command Boards ETM

16 – 31 May 2020, FCR Assess and Rank Applications

15 May 2020, ETM Application Closes

1 March – 15 May 2020, ETM Application Period

2020
Application Period
1 Mar – 15 May 20

SETM Application Window

Start your application NOW!!!

Submit Applications:
1 March – 15 May 2020

Enterprise Leader Development

- Senior Enterprise Talent Management (SETM) GS-14/15 level equivalents (HQDA selected and centrally-funded)
- Enterprise Talent Management (ETM) GS-12/13 level equivalents (HQDA selected and centrally-funded)
- Annual application period 1 March – 15 May 2020
- Automated CAC enabled website login: https://www.csldo.army.mil//

SETM Website Login

DOD DISCLAIMER

You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG-authorized use only. By using this IS (which includes any device attached to this IS), you consent to the following conditions:

- The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.
- At any time, the USG may inspect and seize data stored on this IS.
- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG authorized purpose.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests--not for your personal benefit or privacy.
- Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See User Agreement for details.

☐ I acknowledge that I have read and understand the above information.

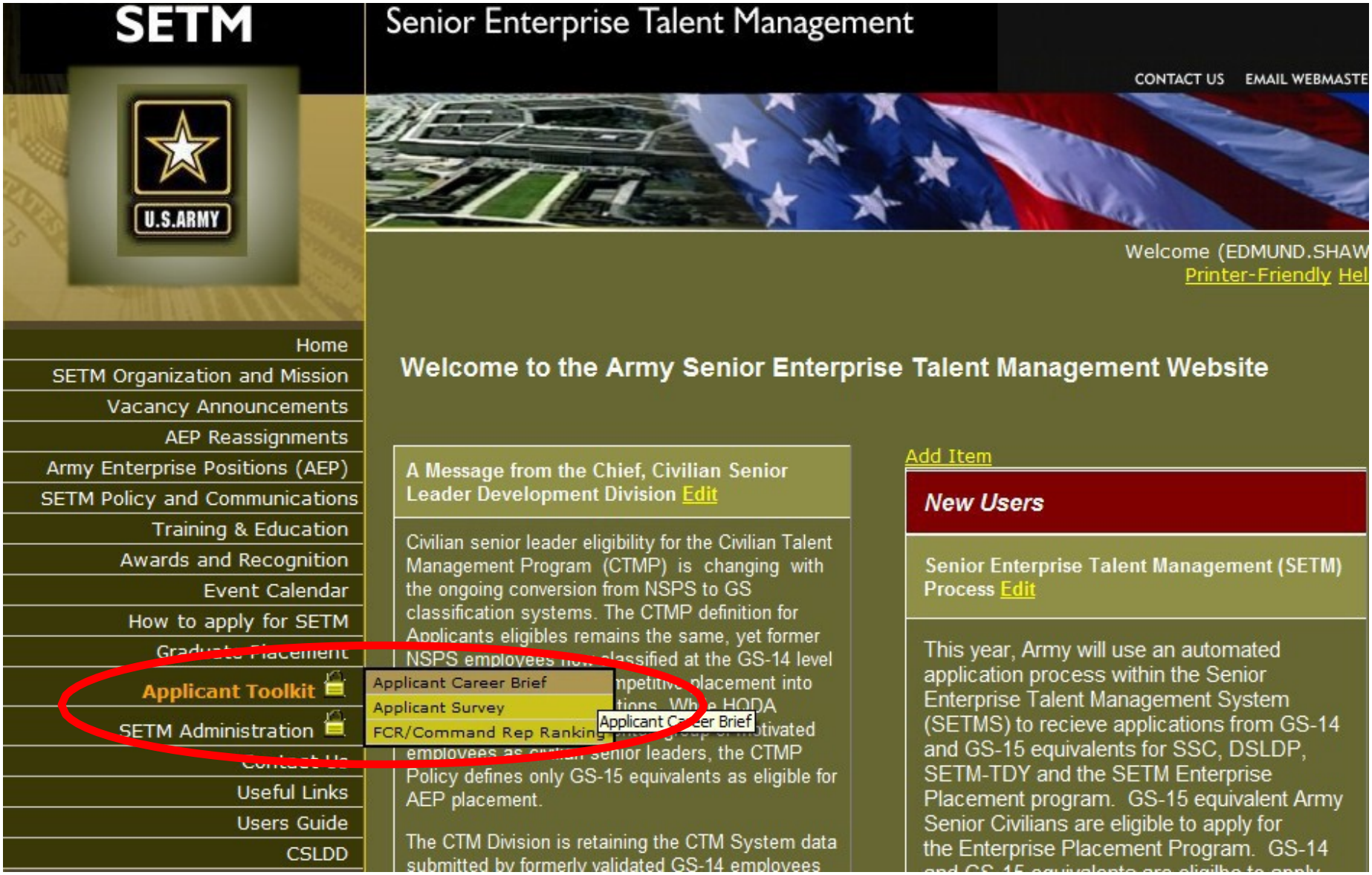
Accept

(Please select the email certificate when prompted.)

Application Process II

1.Do you see your name or Guest?
2. Do you see the Applicant Toolkit link?
3.If you are a GS-12 through GS-15 or equivalent and cannot answer yes to both questions please close your browser and ensure to select your **"email"** certificate.
4. If does not work, please contact the appropriate CLDO POCs.

Career Brief



Application Process III

SETM and ETM applications must go through each Command's internal approval procedures, timelines and board selection process.
Commands will forward all board approved applications to HQDA, ASA M&RA, CSLMO.

Senior Enterprise Talent Management (SETM): SSC, DSLDP, TDY, EPP, ASCF Applicant Checklist.

SETM Applicant Checklist

Enterprise Talent Management (ETM): CGSOC, ELDP, TDY and Shadowing

ETM Applicant Checklist

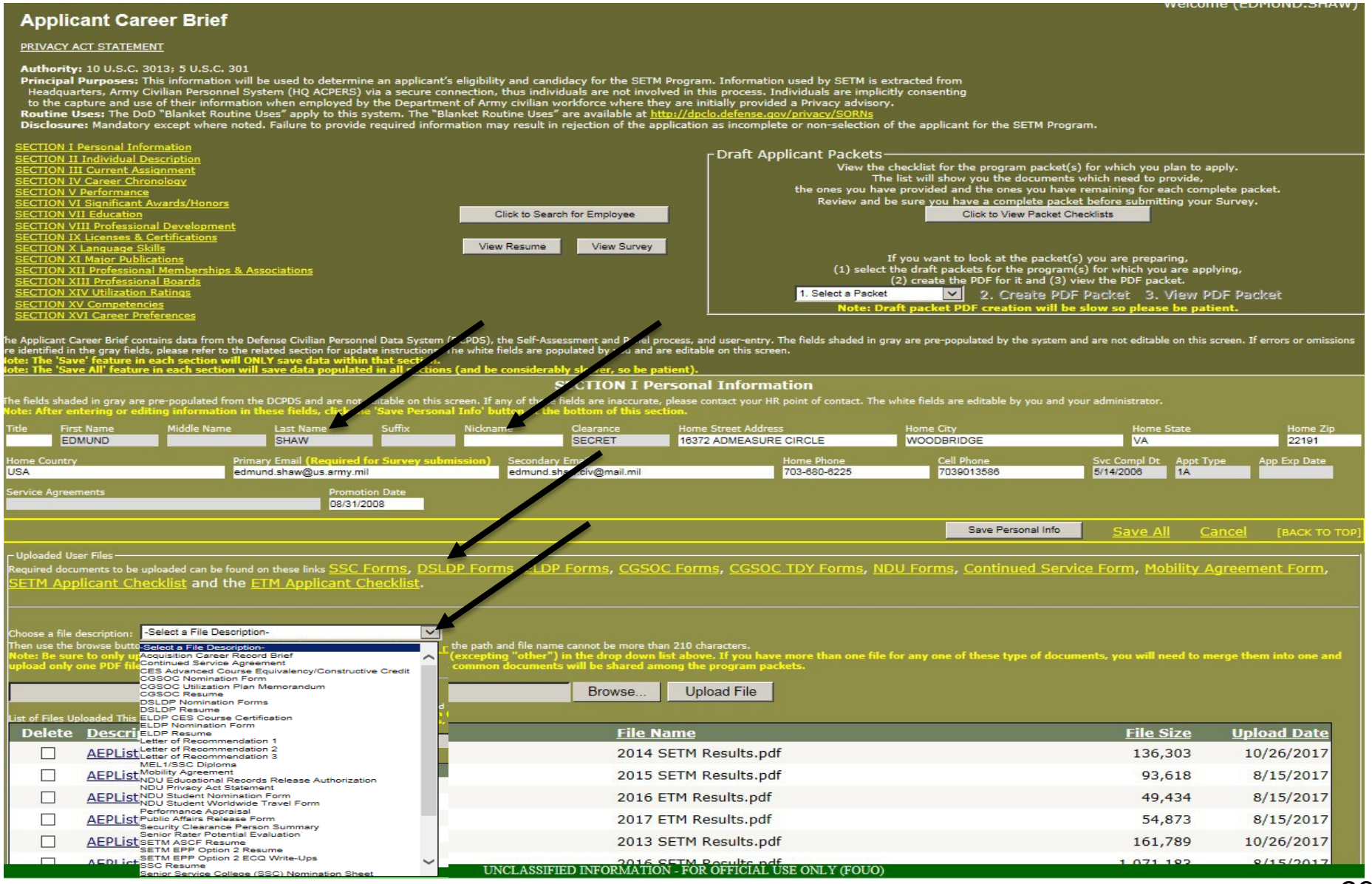
Frequently Asked Questions (FAQs)

Program-Frequently Asked Questions

Basic-Frequently Asked Questions for SETM

Basic-Frequently Asked Questions for ETM

Career Brief Section I



Career Brief Section III /IV

SECTION III Current Assignment

The position fields shaded in gray are pre-populated from the DCPDS and are not editable on this screen. If any of these fields are inaccurate, please contact your HR point of contact. The white fields are editable by you and your administrator.
Note: After entering or editing information in these fields, click the 'Save Current Assignment' button at the bottom of this section.

Position Full Title	Position Start Date	Time in Position	Command	CPCN	Position Sequence
SUPV HR SPEC	5/18/2013	4 year(s), 7 mo	OFFICE OF THE SECRETARY OF THE ARMY	360109	2599984

Organization	Pay Plan	Grade	Series	Career Program (Required for Survey submission)	Phone Number	DSN Number
HQDA, ASA MRA, CIVILIAN SENIOR LEADER MANAGEMENT OFFICE CSLMO	GS	15	0201	10 CIVILIAN PERSONNEL ADMINISTRATION	(703) 693-1128	223-1128

Position Location/Mailing Address

Mailing ATTN	Street Address 1	Street Address 2	City	State	Zip	Country
CIVILIAN SENIOR LEADER MANAGEMENT OFF	111 ARMY PENTAGON, ROOM 1D755		WASHINGTON	DC	20310-0111	USA

OCONUS GPP Location	GPP Return Rights
	mm/dd/yyyy

Brief Summary of Current Duties
If this description is inaccurate, please contact your administrator.

Additional Position Requirements

Level to which Position Directly Reports	Direct Subordinates Total	Direct Subordinates Supervisors	Overall Subordinates Total	Overall Subordinates Supervisors	Budget Directly Managed	Budget Substantially Influenced	Level of Influence of Program/Policy

Rating Chain Information
Please select/confirm your Rater and Endorser. If you are unsure about your rating chain, please contact your administrator.
Note: Use the respective Search buttons to search for and select Raters and Endorsers. You won't be able to change the Rater or Endorser once you have successfully submitted the Survey.

Rater: (Required for Survey submission)		Endorser: (Required for Survey submission)	
PATRICK, SES PAULA E	Click to Search for Rater	SCHNEIDER, KARL F	Click to Search for Endorser

Admin & Executive Officer Information
This information optional but is useful when the Talent Management Office works with other individuals to support the Talent Management process.

Admin Name	Admin Title	Admin Email	Admin Desk Phone	Admin Other Phone
			(___) ___-____	(___) ___-____

Save Current Assignment | Save All | Cancel | [BACK TO

SECTION IV Career Chronology

DCPDS/HQACPERS Assignment History

The assignments listed below are pre-populated from the DCPDS and captures your current assignment and previous Army assignments. If any of these fields are inaccurate, please contact your HR point of contact. For any assignment listed, you should elaborate on yo experience by entering a 'Position Narrative' in the field provided.
Note: After entering or editing a position narrative, click the 'Save DCPDS/HQACPERS' button at the bottom of this section.

SUPV HR SPEC

Position Title	CPCN	Position Sequence	Pay Plan	Grade	Series	Start Date	End Date	Show on Reports
SUPV HR SPEC	360109	2599984	GS	15	0201	5/18/2013		☑

Career Brief Section V -XVI

Note: Click on the down-arrow icons to expand the following respective section panels.

- SECTION V Performance
- SECTION VI Significant Awards/Honors
- SECTION VII Education
- SECTION VIII Professional Development
- SECTION IX Licenses & Certifications
- SECTION X Language Skills
- SECTION XI Major Publications
- SECTION XII Professional Memberships & Associations
- SECTION XIII Professional Boards
- SECTION XIV Utilization Ratings
- SECTION XV Competencies

SECTION XVI Career Preferences

The following fields are pre-populated from the Survey and are not editable on this screen. You will be able to update this information when completing a new Survey.
Plan Num Timeframe Position Title Command Location

[BACK TO TOP]

Applicant Survey

- Completion of the CES Advance Course or equivalency/constructive credit approved by G-3/5/7 (DSLDP, SSC, SETM-EPP Option 2, SETM-ASCF & ETM-CGSOC)
- Signed Mobility agreement (DSLDP, SSC, SETM-ASCF & ETM-CGSOC sign and submit with application) (SETM-Enterprise Placement Program sign and submit upon acceptance of an AEP)(SETM & ETM-TDY not required)
- Signed Continued Service Agreement (DSLDP, SSC, SETM-ASCF & ETM-CGSOC sign and submit with application) (SETM-TDY, ETM-TDY not required & SETM-EPP not required)
- Must be in a permanent 13, 14 or 15 level position or equivalent and served at that level for at least one year (All programs)
- Must have served in a permanent Army position for at least three years (DSLDP, SSC, SETM-EPP Option 2, SETM-ASCF & CGSOC Only)

BACKGROUND

Which SETM/ETM program(s) are you applying for? (select all that apply)

☐ Defense Senior Leader Development Program (DSLDP) (14/15 Equivalent)	DSLDP Packet: View Draft
☐ Army Senior Service College (SSC) (14/15 Equivalent)	SSC Packet: View Draft
☐ Army Senior Service College Distance Education (SSC-DE) (14/15 Equivalent)	SSC-DE Packet: View Draft
☐ Senior Enterprise Talent Management-TDY (SETM-TDY) (14/15 Equivalent)	SETM-TDY Packet: View Draft
☐ Senior Enterprise Talent Management Enterprise Placement Program (SETM-EPP) (REASSIGNMENT) OPTION 1 (15 Equivalent)	SETM-EPP Packet: View Draft
☐ Senior Enterprise Talent Management Enterprise Placement Program (SETM-EPP) (SES DETAIL) OPTION 2 (15 Equivalent)	SETM-EPP2 Packet: View Draft
☐ Senior Enterprise Talent Management Army Senior Civilian Fellowships (SETM-ASCF) (14/15 Equivalent)	SETM-ASCF Packet: View Draft
☐ Enterprise Talent Management Command and General Staff Officers College (ETM-CGSOC)(PCS) (13 Equivalent)	ETM-CGSOC-(PCS) Packet: View Draft
☐ Enterprise Talent Management Command and General Staff Officers College (ETM-CGSOC)(TDY and Return) (13 Equivalent)	ETM-CGSOC-(TDY) Packet: View Draft
☐ Enterprise Talent Management Executive Leader Development Program (ETM-EDLP) (12/13 Equivalent)	ETM-EDLP Packet: View Draft
☐ Enterprise Talent Management Temporary Duty (ETM-TDY) (13 Equivalent)	ETM-TDY Packet: View Draft
☐ Enterprise Talent Management Shadowing Experience (ETM-Shadowing) (13 Equivalent)	ETM-Shadowing Packet: View Draft

Save Program Selections Save All

Have you completed the CES course associated with your current grade (Intermediate or Advanced) or been granted equivalency/constructive credit by G-3/5/7?

- ○ Yes
- ○ No

APPLICANT MOBILITY STATUS

Mobility is a pre-requisite for DSLDP, SETM-SSC, SETM-SSC DE, SETM-EPP, SETM-ASCF and ETM-CGSOC. Mobility will be required for SETM Career Planning upon selection or acceptance of new assignment. This mobility may be organizational, functional and/or geographic.

- ○ I am willing to sign a SETM Mobility & Service Agreement and Upload a scanned signed copy at this time.
- ○ I am not willing to sign a SETM Mobility & Continued Service Agreement at this time.

Click the following link Mobility Agreement to access the mobility agreement then print, sign, scan and upload on the career brief/profile page.

Click the following link Continued Service Agreement to access the service agreement then print, sign, scan and upload on the career brief/profile page.

STATEMENT OF INTEREST

Enter your Statement of Interest which outlines why you want to attend the program and how you intend to apply the skills you gain.
Length of this statement is variable depending on program – either one or two pages at 12 pitch Times New Roman not to exceed 4000 characters.

Applicant Survey (ECQs)

5	Master	This level is characterized by knowledge and experience, individually or collectively, which indicates the senior civilian has an expert understanding of the advanced elements of the competency, and extensive evidence of applying it at the senior civilian level of responsibility. The competency may be directly related to a primary focus of the senior civilian's responsibilities. The senior civilian demonstrates the competency as a major part of the responsibilities of an senior civilian position and is held accountable for work products related to the competency.
4	Above Proficient	This level is characterized by knowledge and experience which exceeds that described in the level 3 proficient definition but does not fully meet that described in the level 5 master definition.
3	Proficient	This level is characterized by knowledge and experience, individually or collectively, which indicates the senior civilian has a substantive understanding of the working elements of the competency, and significant evidence of application at the senior civilian level of responsibility. At this level, the competency may be indirectly related to a primary focus of the senior civilian's responsibilities. The senior civilian demonstrates the competency as an active participant in senior civilian work projects to produce work products.
2	Above Baseline	This level is characterized by knowledge and experience which exceeds that described in the level 1 baseline definition but does not fully meet that described in the level 3 proficient definition.
1	Baseline	This level is characterized by knowledge and experience, individually or collectively, which indicates that the senior civilian possesses a general understanding of the basic elements of the competency, and limited evidence of application at the senior civilian level of responsibility. At this level, the competency may not be a primary focus of the senior civilian's responsibilities. The senior civilian is developing a greater awareness of the competency and has a limited role in senior civilian work related to the competency.

Show All Definitions Hide All Definitions

Leading Change

Definition: This core qualification involves the ability to bring about strategic change, both within and outside the organization, to meet organizational goals. Inherent to this ECQ is the ability to establish an organizational vision and to implement it in a continuously changing environment.

Subcompetency	Score
Creativity and Innovation	0
External Awareness	0
Strategic Thinking *Formulates objectives and priorities, and implements plans consistent with the long-term interests of the organization in a global environment. Capitalizes on opportunities and manages risks.*	0
Vision	0
Flexibility	0
Resilience	0

"DSLDP Applicants Only" Please describe the degree to which you meet this core competency and give Examples to support your assessment. You should cover all of the associated sub-competencies in your narrative.

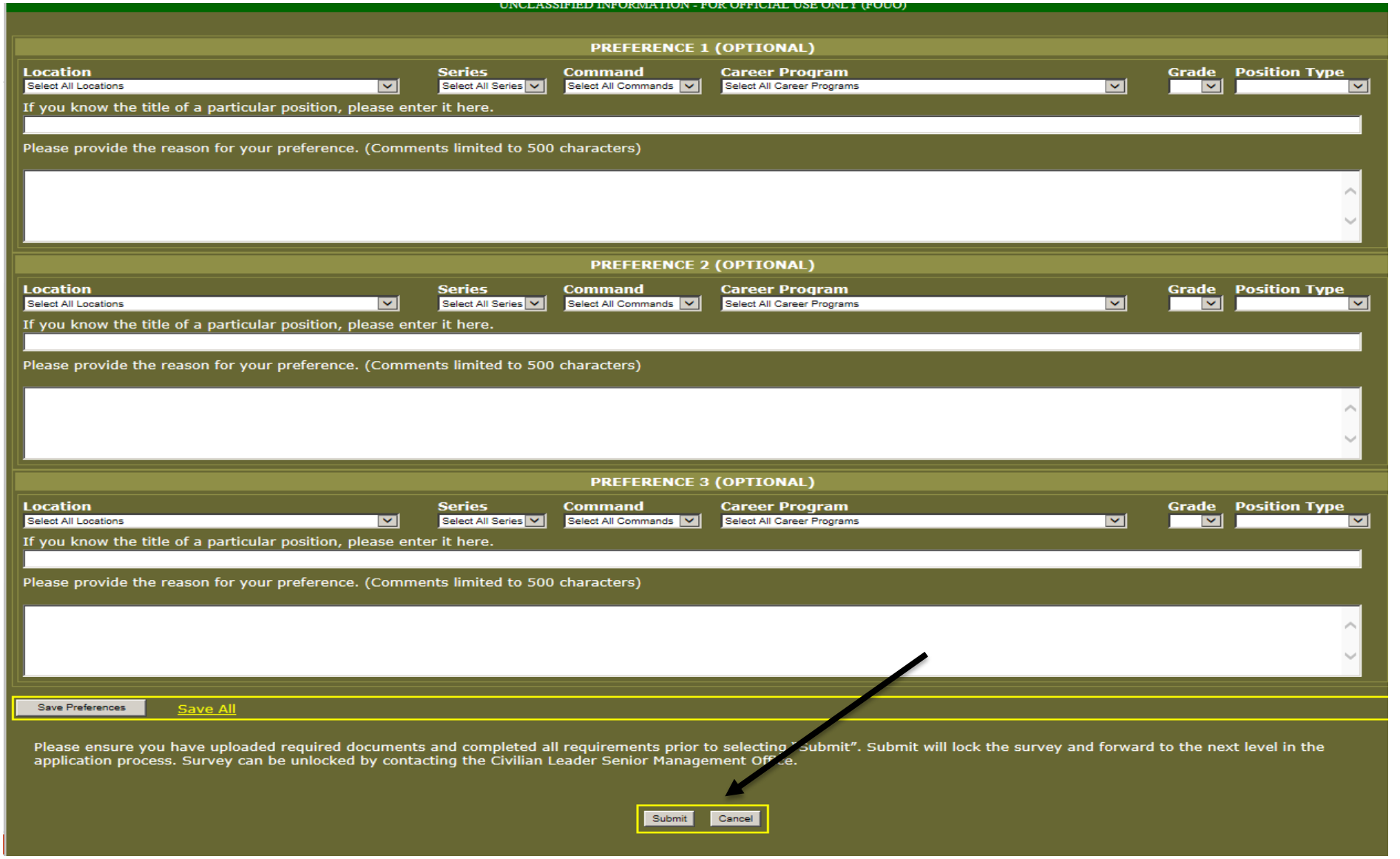
Leading People

Definition: This core qualification involves the ability to lead people toward meeting the organization's vision, mission, and goals. Inherent to this ECQ is the ability to provide an inclusive workplace that fosters the development of others, facilitates cooperation and teamwork, and supports constructive resolution of conflicts.

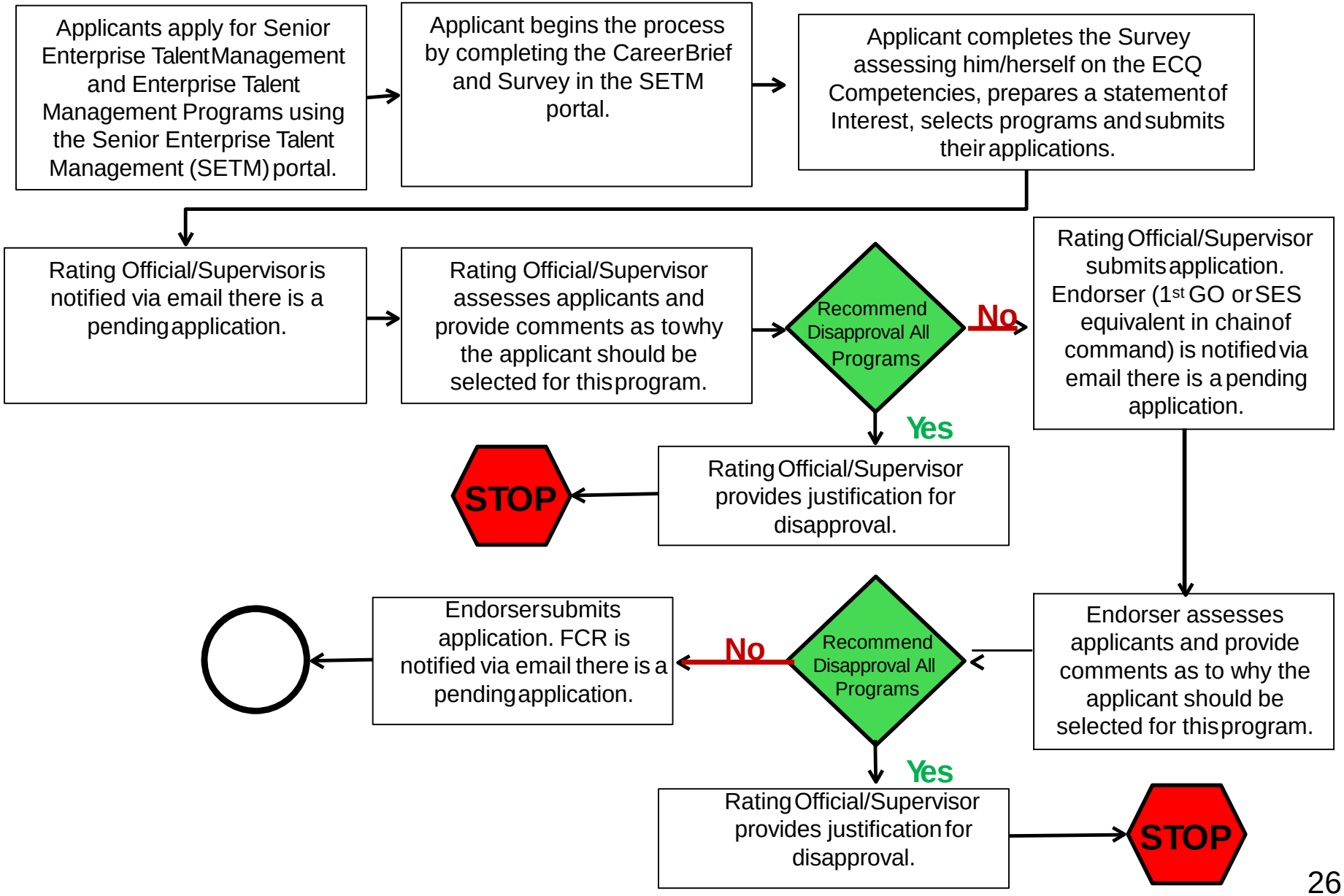
Subcompetency	Score
Conflict Management	0
Leveraging Diversity	0
Developing Others	0

UNCLASSIFIED INFORMATION - FOR OFFICIAL USE ONLY (FOUO)

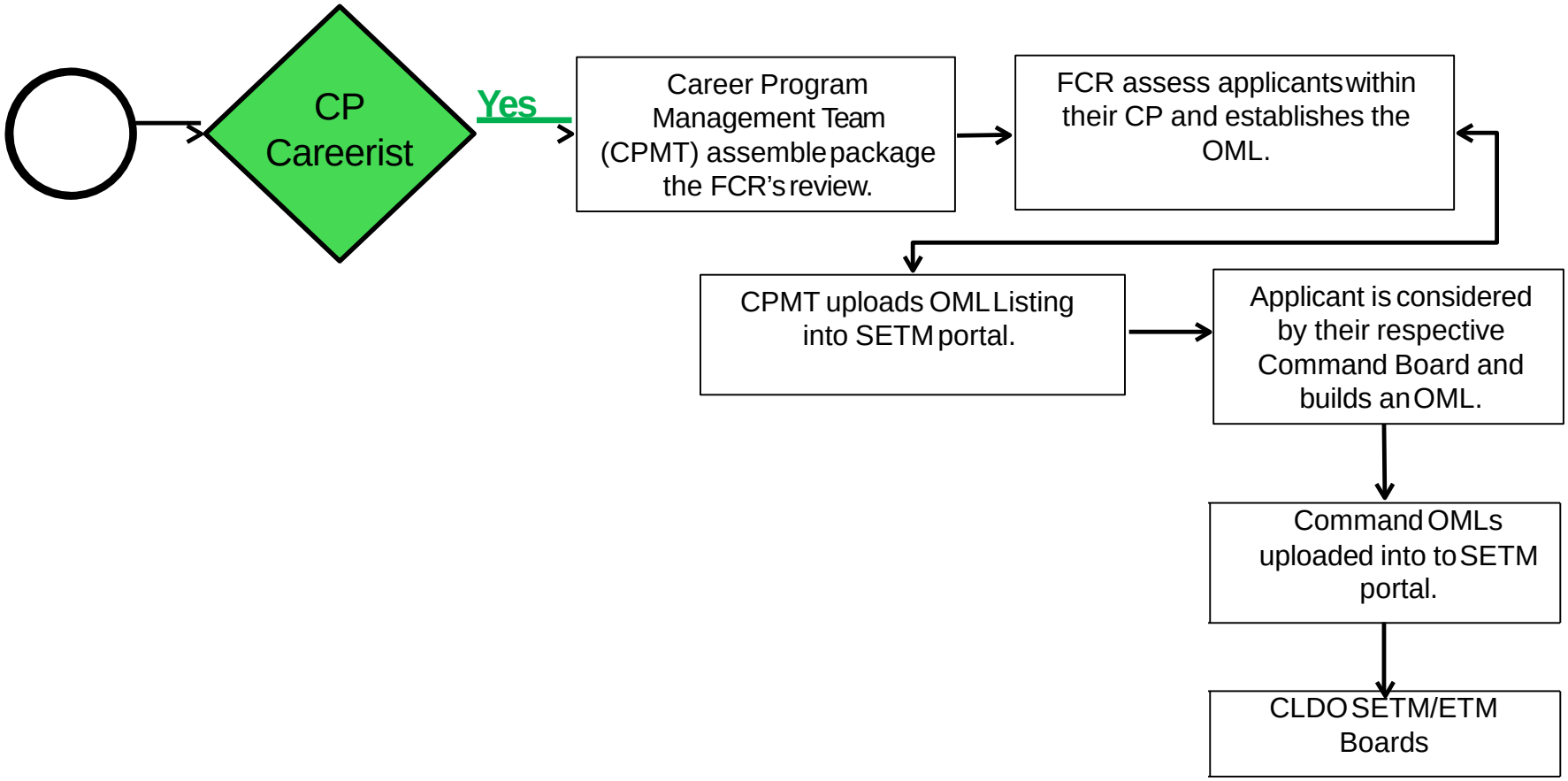
Applicant Survey



Application Process Flow Chart



FCR Process Flow Chart



Roles

Rater = Supervisor
Endorser = GO or SES in Chain of Command
FCR = SES level in CP

SETM Board Recommendations

Recommendations located on the SETM system under "How to apply for SETM/Application Helpful Hints"

- Time Invested in Completing Application
- Statement of Interest
- Appraisals (Employee Potential)
- Rater/Endorser/FCR Comments
- Resume Accomplishments (Measurable and Quantifiable)
- Competency Scoring

SETM / ETM Programs

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SETMS Homepage
https://www.csldo.army.mil//Index.aspx

Back-up Slides for

SETM/ETM Application and

Board Preparation

SETM Board Review and Analysis

- **Competence Assessment of Candidates**
  - Performance and Potential
  - Statement of Interest
  - Rater's Assessment
  - Endorser's Assessment
  - Functional Chief Representative
  - Executive Core Qualifications
  - Candidates' Resumes
- **Training Education**
- **Utilization and Assignments**
- **SETM Packets**

Competence Assessment of Candidates (1 of 7)

- **Performance and Potential:**
  - •Comments that clearly articulated a candidate's performance and future potential viewed as a plus.
  - •Weak comments sent a clear message to the board and pondered rating chain's support of candidate.
  - •Length of time candidates spent in the assignments coupled with Executive Core Qualifications (ECQs) that represent the critical leadership skills were positives.
  - •The five documents that helped produce the most accurate snapshot of the candidates were the Statement of Interest, Raters' Assessment, Endorsers' Assessment, ECQs submitted by the candidates and candidates' resumes.

Competence Assessment of Candidates (2 of 7)

- **Statement of Interest:**

  •That clearly articulated a goal and path using the SETM programs as developmental vehicles to achieve the goal set the stage for the board member.

  •The statement of interest was the first look at the candidates' ability to construct a vision and develop this vision into a tangible end state through written communication.

  •Error free, well-constructed statements of interest with a logical flow were a plus.

Competence Assessment of Candidates (3 of 7)

- **Rater's Assessment:**

  •Raters did not routinely send clear and consistent messages reflecting performance and potential.

  •Raters should be educated on the impact of inconsistent messaging.

  •Raters that distinguished excellence in the performance of their employee painted a picture of potential and confidence in the employee's ability to perform at higher levels.

  • High ratings must be justified and measurable.

Competence Assessment of Candidates (4 of 7)

- **Endorser's Assessment:**

  •Carried a lot of weight when the verbiage correlated with the score assigned to each competency.

  •Endorsers were most effective when their rating reflected the competency demonstrated by the applicants as major parts of their responsibility.

  • The Board weighs heavily on endorsers' inputs.

  •Endorsers are encouraged to help manage their highly performing employees' careers.

Competence Assessment of Candidates (5 of 7)

- **Functional Chief Representative (FCR):**

  •FCR endorsements are an asset to the board.

  •FCR endorsements that expressed the applicant's accomplishments, developmental needs and rating within the career program was informative to the board.

Competence Assessment of Candidates (6 of 7)

- **Executive Core Qualifications (ECQs):**
  - The ECQs define the competencies needed to build a federal corporate culture that drives for results, serves customers and builds successful teams and coalitions within and outside the organization.
  - Each core qualification has sub-components. Each sub-component of the ECQs should be addressed as completely as possible.
  - In many cases, candidates' ECQs were not complete and did not correlate with their individual accomplishments verses accomplishments of a team or group. CLDO recommends candidate and rating chain seek SES involvement to properly prepare ECQs.

Competence Assessment of Candidates (7 of 7)

- **Candidates'Resumes:**
  - •Having a solid and effective resume greatly improved applicant chances for selection.
  - •Putting the most important information first; previous work experience, generally was the most effective resumes.
  - •Back up qualities and strengths, instead of listing responsibilities, list and describe professional achievements with quantifiable and tangible examples that demonstrate results and outcomes.
  - •Incomplete documentation sent a negative message to the Board.

Training and Education

•Although Civilian education is a prerequisite and Bachelor's Degree is a requirement for Professional Military Education (PME) programs, higher degrees did not impact candidates negatively or positively.

•The Board tended to view developmental courses completed, like the Civilian Education System Advanced Course, positively, showing that individuals were lifelong learners and concerned with their professional development.

Utilization and Assignments

•The Board viewed applicants' records that displayed outstanding service in a range of diverse assignments, which showed normal progression, to include special assignments.

•It is essential that leaders in the field place high performing subordinates in career enhancing and professional growth assignments.

•The board considered the length of time the applicant has been in their current assignment to see if they had enough time to make contributions and accomplish organizational goals.

•Accomplishments should have been quantifiable and measurable.

SETM Packets

•The overall quality and content of a packet is the first representation of a candidate view by the Board.

•Packets missing documents were considered incomplete and not considered by the board. We strongly recommend candidates to request their transcripts immediately. Transcripts received after CLDO's deadline are viewed as an incomplete packet.

•It was imperative that candidates, leaders, and Command representatives started the packets early and paid close attention to detail to the general content of each packet.

•Applicants are highly encouraged to compete for multiple programs.