

FREQUENTLY ASKED QUESTIONS EMERGING LEADERS PROGRAM (ELP) PROGRAM

ELP Program and Assignments

Q. What types of projects will business lines assign during the rotations?

A. The types of projects will be driven by the needs of GPO and vary significantly one unit to another. Projects may relate to the development of programs and initiatives; business process analysis; analysis of project and organizational unit requirements and results; researching improvements of business processes; strategic planning for a specific program or business unit; and development of project plans, operating procedures, or communication plans. The purpose of all projects, however, is similar—to expose you to opportunities and challenges facing our organization, and to provide opportunities for professional growth and leadership.

Q. Will most rotation assignments be on-site?

A. Yes, rotational assignments are primarily on site. However, off-site assignments may be given to ELP participants if an activity or assignment is deemed to be of value to the agency.

Q. How much of my time will be spent on projects? Training? Mentoring?

A. The structure of the program is to afford the maximum opportunity for development and growth. The rotational assignments will be 5.5 months each, with formal training occurring between two assignments. The amount of time invested in you by your mentor will be driven by you and your mentor. A formal agreement between you and your mentor will provide structure and flexibility through the mentoring experience.

Q. Does the ELP program fall under GPO's Office of Human Capital?

A. Yes, this program falls under Human Capital. This is an employee development initiative.

Q. Will ELP participants report to Human Capital?

A. Your supervisor of record will be Dr. Larry A. Blevins, the ELP Program Manager. Dr. Blevins works for the Office of Human Capital, the unit to which all ELP participants are assigned.

Dr. Blevins will coordinate all aspects of the ELP program. He will be the central contact point for ELP participants and serve as the agency's primary liaison between ELP participants and GPO business units. His major responsibilities include planning and coordinating ELP program activities, working with business unit leaders to design job rotational assignments, tracking the

progress of each ELP participant, and reporting program achievements to GPO management. Dr. Blevins may be contacted at 202.512.1054 or via lblevins@gpo.gov.

Q. How will this program benefit GPO?

A. The benefits of this program go beyond GPO. Numerous members of the Federal workforce will be retiring within the next five years. Federal agencies are concerned about developing leaders for the future. The ELP program is an initiative that GPO is implementing to better assure the development of future leaders at the agency.

ELP Selection Process

Q. Will GPO select an even number of ELP participants from within and outside the agency?

A. Not necessarily. GPO's needs and the performance and qualifications of the ELP applicants will be determining factors in the final selection process.

Q. Who is the ideal candidate? Is there a specific skill set the ideal candidate should have?

A. The ideal candidate is one who acquires and exhibits competencies displayed by successful leaders in government. The ELP program is designed around leadership competencies. Participants will have multiple opportunities to study, acquire, and demonstrate those competencies.

Q. How will the interview results weigh into the final decision?

A. Candidates are invited to interview for the ELP program based upon their performance in several assessments. The interview results will be used to make the final selection decisions.

Q. Will selections be based on candidates' current knowledge or training potential?

A. Selections are based on individual's knowledge, skills, and abilities.

Q. I'm already a GS-12. Why should I be interested in the ELP program?

A. The ELP program provides individuals the ability to diversify their career portfolio. This program will provide training and networking opportunities that offer exposure to new career fields, as well as preparation for leadership roles.

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Selection or Non-Selection to the ELP Program

Q. If I am selected, how will entry grade levels be determined?

A. Grade levels will be determined in accordance with current government regulations and personnel practices consistent with U.S. Office of Personnel Management guidelines.

Q. How will my grade level be determined if I am selected as a ELP participant?

A. ELP positions range from grades 9-12. Grade levels will be based on educational levels and past work experience.

Q. What happens if I'm selected and I decline the offer for the 2008 start date? Can I be considered for a future ELP program position?

A. You may compete and be considered for a future ELP position.

Q. Will I have the opportunity to compete for a position in a future ELP program if I am not selected for the 2008 program?

A. Yes, you may compete for a future ELP position. GPO intends to recruit and hire ELP participants in 2009.

Employment

Q. If selected, to which office/facility space will I be assigned?

A. ELP participants have designated space in a GPO building, as well as space within the unit to which they are assigned.

Q. As a ELP participant, will I be able to have an alternative work schedule (AWS)?

A. No. ELP participants will not be able to have AWS schedules.

Q. During the two years, will promotions be automatic (non-competitive) or will participants be required to apply for promotions?

A. Promotions are not automatic. Emerging Leader participants may be non-competitively promoted to the next higher grade up to their target grade provided they are performing at an acceptable level and have demonstrated readiness to perform at the higher grade level.

Program Completion

Q. What happens at the end of the ELP Program?

A. Most or all participants will likely be offered positions within various GPO units.

If you are not recruited by one of the lines of business, but would like to continue working at GPO, several things can happen.

- If you are a GPO employee with career status, you will be placed in a position at GPO.
- If you are a career government employee with career status, you will be placed in a position within GPO.
- If you do not have career status, you may use your ELP experience to compete for other open positions at GPO or at other public or private sector organizations.

Q. After successful program completion, will I be placed in a position related to my business track?

A. It is the intent of GPO placement officials to place ELP program graduates in positions that most complement their strengths and career interests.

Q. As a GPO employee in a permanent position with career or career-conditional status, what happens if I'm not recruited and offered a position at GPO after successfully completing the program?

A. As a GPO employee with career or career-conditional status, you will be placed in a permanent full time position within GPO. Every effort will be made to match your knowledge, skills, and abilities in a position at GPO.

Q. As a GPO employee, if I am unsuccessful in the program, can I return to my old position?

A. Your former position will most likely be filled. Although unsuccessful completion of the ELP program will not entitle you to employment at GPO, you may be considered for a position at the agency. A GPO career status employee who is not performing successfully during the program will be subject to a performance-based action which may include a performance improvement plan (PIP). Achievement of PIP goals may assist the individual in remaining in the ELP program.

Q. As a career or career-conditional Federal employee with a permanent position at another agency, what happens to my tenure and employment opportunities if I become a ELP participant and successfully complete the program?

A. The hiring authority with which you were recruited—the Excepted Service—does not guarantee continued employment upon successful completion of the LDR program. However, the time that you invest in completing the two-year program will count towards retirement.