SES CDP Course Requirements

Following the completion of the Assessment/Selection Process, and being selected for attendance at SES CDP, the following activities will be required:

Course Item	Paperwork Requirement
Application Package	**Resume**
	ECQ Documents
Orientation Class – 2 days Course Overview, American University Overview, Teambuilding, Writing Refresher	**None**
SES Mentor	**SES Mentoring Agreement**
	Candidate Evaluation
American University Training - 8 weeks 1) Emotional Intelligence 6) Program Evaluation 2) Leadership 7) Strategic Planning & Communication 3) Legal 8) Public Policy Implementation 4) Teambuilding 5) Managing Change **Individualized Personal Coaching** **360-Degree Assessment** **Attendance at 4 SES Level Workshops at USDA**	**Executive Development Plan ✱**
One Page Form for Each Class of Individualized Training	**Individual Training - Program Evaluation Form**
4 Month Developmental Assignment	**Developmental Assignment Profile Form ✱**
	Supervisory Evaluation
	Paper – What I Did
	Paper – What I Learned
Submission Package to OPM	**Candidate Evaluation of the SES CDP**
	Revised ECQs that Discuss SES CDP Program Application

✱- Reviewed by USDA Executive Resources Board