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FROM PATRICK KENNEDY, UNDERSECRETARY OF MANAGEMENT
TO ALL COMS AND MANAGEMENT OFFICERS

E.O. 12958: N/A
TAGS: AMGT, APER
SUBJECT: ANNOUNCING PROFESSIONAL ASSOCIATES PROGRAM
EXPANSION

1. The Under Secretary for Management is pleased to announce the expansion of the Professional Associates (PA) Program a program that provides additional professional-level, full-time employment opportunities overseas for appointment-eligible family members (AEFMs) and fills critical positions with well-qualified personnel.
2. Thanks to Congressional support through supplemental appropriations, the Department plans to address the current foreign service shortfall in the field by filling up to 105 PA positions starting immediately. The majority of the PA positions will be compensated at the FS-4 through the FS-6 levels and may be available immediately and through summer 2009 depending on post's specific needs. Regional bureaus will be working with posts to identify and finalize the list of potential PA positions.
3. HR also plans to release a list of newly created PA positions concurrently with the normal Foreign Service (FS) bidding cycle for 2009. The positions advertised for summer 2009 will allow FS employees with AEFMs to bid on posts where a PA position also may be available. HR/CDA will manage the PA application process.
4. The Expanded PA Program will be centrally funded using supplemental funds, contingent upon congressional notification. Congress recognized our current overseas staffing shortfalls and provided these funds to enhance the Department's diplomatic capacity in FY 2008 and FY 2009. Additional funding will be provided to bureaus to cover the State share of any ICASS PA positions established since PA position costs will be paid by

post (as opposed to centrally-funded direct hire positions). Posts are reminded that any new ICASS PA positions established must be approved by the local ICASS council.

5. Consistent with the existing PA program, AEFMs selected for a PA position will be expected to serve for a minimum of one year and may be able to serve up to the duration of their sponsoring employee's tour. AEFMs already at post will be eligible to apply through HR/CDA. AEFMs will be hired under a Family Member Appointment (FMA) and will be eligible to receive the same benefits, such as FERS, TSP, and FEGLI, as those established for other AEFMs working on FMAs.

6. We will be sending a detailed cable with specific program information, eligibility, application information, available positions, and points of contact shortly. Questions can be directed to ProfAssociate@state.gov.

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