

Blacks In Government (BIG) National Training Conference

**Federal Senior Executive Service
"The Formula for Success"**

Presented by:
Lawrence N. Self, Director
Office of Equal Opportunity and Diversity Management

HISTORY OF THE SES

- Established by Title IV of the Civil Service Reform Act of 1978
- Became effective on July 13, 1979
- Set-up as a “third” service, separate from the competitive and excepted services
- Replaced over 60 separate executive personnel authorities covering one to several thousand positions
- Ensures that the executive management of government of the U.S. is responsive to the needs, policies and goals of the nation

FEDERAL SENIOR EXECUTIVE SERVICE

- men and women who administer public programs at the top levels of Federal Government.
- Methods of Entry into the SES:
 - Apply directly to a SES position
 - Apply for a Federal Agency's SES Candidate Development Program (Certified graduates are eligible for (but not guaranteed) career appointment to an SES position without further competition)

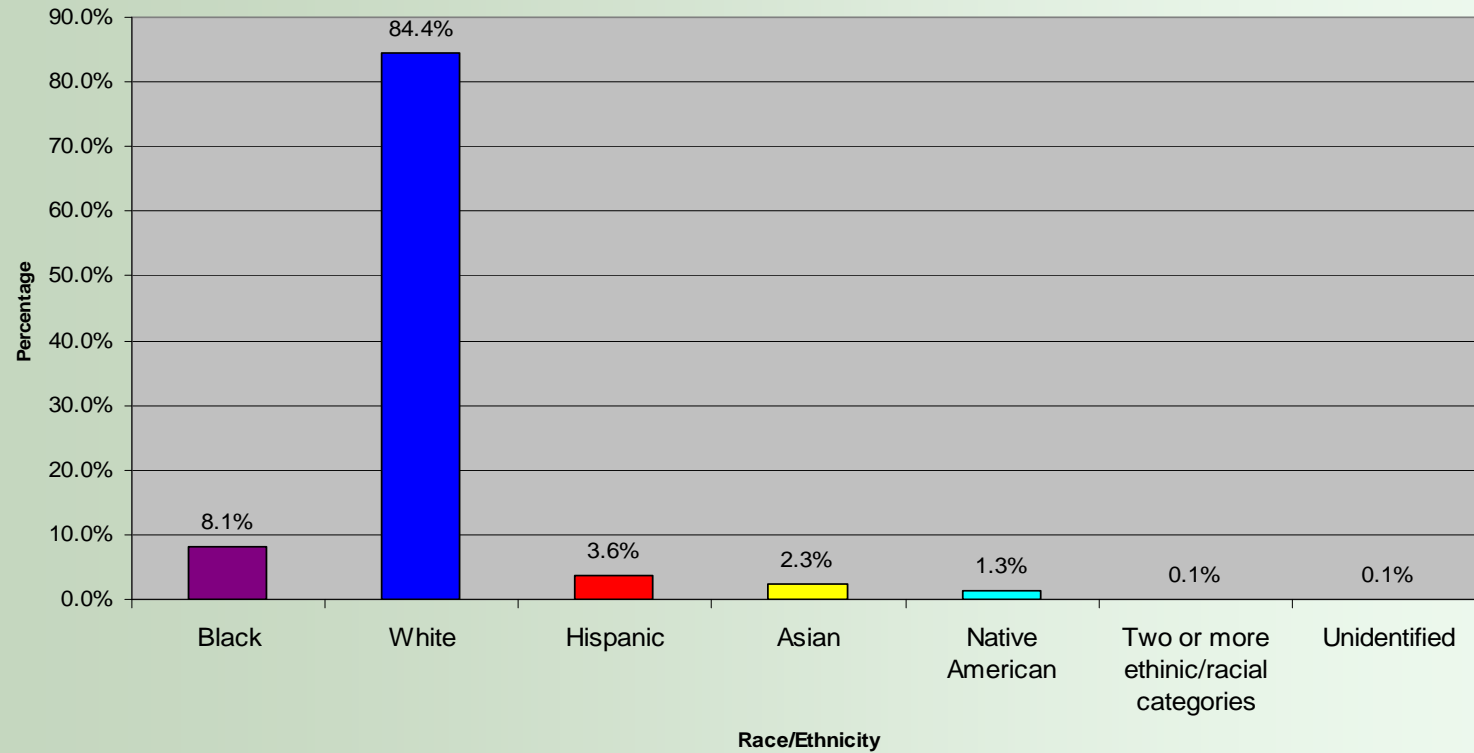
DID YOU KNOW...

Blacks:

- represent 17.6% of the Federal Workforce;
- represent 11.6% of all employees in GS 13-15 positions in the Federal Workforce;
- equaled or exceeded their CLF representation in 17 of 18 Executive Departments in all 23 independent agencies in the Federal Workforce;
- exceeded their representation in the CLF by 7.5 percentage points.

FEDERAL SENIOR EXECUTIVE SERVICE

Senior Executive Service (SES) Members



Source: Fed Scope, As of September 2006

WHY ASPIRE TO SES?

- 71% of the career SES members employed (*as of October 1, 1998*) by the Federal government have reached regular retirement eligibility.

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- Top managers in the GS-14 and 15 grade level form the major pipeline to SES – GAO has projected that 46% of the GS-15s and 34% of the GS-14s on board in October 2000 will leave by October 2007.

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Opportunities for women and minorities in the pipeline!!!

FEDERAL SENIOR EXECUTIVE SERVICE

Types of Qualifications

- Professional and Technical Qualifications (if any)
- Executive Core Qualifications (common to all SES positions)
 - LEADING CHANGE
 - LEADING PEOPLE
 - RESULTS DRIVEN
 - BUSINESS ACUMEN
 - BUILDING COALITIONS/COMMUNICATION

FEDERAL SENIOR EXECUTIVE SERVICE

Do you have the **leadership**
competencies necessary to succeed in the
SES?

*"Always bear in mind that your own resolution to succeed
is more important than any other one thing".*

- Abraham Lincoln

FEDERAL SENIOR EXECUTIVE SERVICE

LEADING CHANGE

Core competencies:

- Continual Learning – recognize strengths and weaknesses and pursue self-development
- Creativity – be innovative
- External Awareness – keep up-to-date on key policies and economic, political and social trends
- Flexibility – be open to change and new information and adjust rapidly to changing conditions

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Leading Change

Core competencies continued:

- Resilience – deal effectively with pressure to include balancing personal life and work
- Service Motivation – show a commitment to public service and influence others toward a spirit of service
- Strategic Thinking – anticipate potential threats or opportunities; determine objectives and set priorities
- Vision – influence others to translate vision into action

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LEADING PEOPLE

Core competencies:

- Conflict Management – manage and resolve conflicts and disagreements in a positive and constructive manner
- Leveraging Diversity – respect, understand, value and seek out individual differences to achieve desired results
- Integrity/Honesty – behave in a fair and ethical manner; be truthful
- Team Building – encourage cooperation

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RESULTS DRIVEN

Core competencies:

- Accountability – be reliable and take responsibility for actions and be ready to explain them; hold self and others responsible for attaining desired outcomes
- Customer Services – meet the needs of your customers and be committed to continuous improvement
- Decisiveness – exercise good judgment by making sound, well-informed decisions

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Results Driven

Core competencies continued:

- Entrepreneurship – be willing to take risks to achieve a recognized benefit or advantage
- Problem Solving – provide solutions to problems; make decisions
- Technical Credibility – build credibility with performance

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BUSINESS ACUMEN

Core competencies:

- Financial Management – show ability to understand the principles of financial management
- Human Resource Management – show ability to acquire, and administer human resources
- Technology Management – understand the impact of technological change

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BUILDING COALITIONS/COMMUNICATIONS

Core competencies:

- Influencing/Negotiating – demonstrate ability to persuade others; build consensus through give and take; facilitate “win-win” situations
- Interpersonal Skills – respond appropriately to the needs, feelings, capabilities of others; treat others with respect
- Oral Communication – express facts and ideas in a clear concise manner

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Building Coalitions/Communication

Core competencies continued:

- Partnering – develop an expansive professional network
- Political Savvy – recognize the impact of alternative courses of action
- Written Communication – express ideas and facts in writing in a clear and organized manner.

"THE FORMULA FOR SUCCESS"

... put more succinctly

FEDERAL SENIOR EXECUTIVE SERVICE

The Formula for Success

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Your Human Capital (what you know)

X

Your Social Capital (who you know)

X

Your Reputation (who trusts you)

ON YOUR JOURNEY TO BECOMING AN SES MEMBER

Plan your next career move.

- Engage in some critical strategic planning to ensure career success
- Set and prioritize your goals – engage in a personal brainstorming session
- Write down both short-term and long-term things to accomplish
- Be optimistic, aim high and do not be satisfied with the status quo
- Put together a list of people who can help you achieve your goals
- Prepare, Prepare, Prepare

ON YOUR JOURNEY TO BECOMING AN SES MEMBER

Build a good reputation.

- Become an expert in your field
- Take initiative
- Be willing to take responsibility
- Be an overachiever
- See the big picture
- Work on ways to improve your name recognition

ON YOUR JOURNEY TO BECOMING AN SES MEMBER

Be a team player.

- A member of a group who cooperates with other people and subordinates personal interest in order to achieve a common goal
- A team player maybe talented and a non-conformist; but are full fledged members of the team

ON YOUR JOURNEY TO BECOMING AN SES MEMBER

Create your own opportunities.

- Be prepared for challenges
- Start early utilizing creative techniques to find appropriate positions
- Gain experience in your ability to speak publicly
- Exercise patience

ON YOUR JOURNEY TO BECOMING AN SES MEMBER

Look the part you want to play.

Use your time to learn.

Look for ways to build value in your organization.

Go above and beyond what is required.

ON YOUR JOURNEY TO BECOMING AN SES MEMBER

Do an outstanding job in your current position.

Quantify results.

**Set aside time for reflection,
introspection and self-examination.**

Be persistent and persevere.

ON YOUR JOURNEY TO BECOMING AN SES MEMBER

Don't be a clock watcher.

Know the unwritten rules.

**Establish a positive relationship with
your boss.**

Don't burn bridges.

ON YOUR JOURNEY TO BECOMING AN SES MEMBER

Be professional.

Motivate yourself.

Become an authority.

Tell your boss your ambitions.

ON YOUR JOURNEY TO BECOMING AN SES MEMBER

Stay marketable in the application process, there is no second chance to impress.

- Work on your resume until it is your “calling card”
- Showcases your achievements
- Ensure that your resume sets you apart from the competition

ON YOUR JOURNEY TO BECOMING AN SES MEMBER

View the interview process as an audition.

- Strive to be dynamic, interesting and engaging
- Stay cool and confident under pressure
- Speak directly to the interviewer
- Stay away from vague answers
- Be open and honest
- Do not to reveal information that could potentially sink your interview

ON YOUR JOURNEY TO BECOMING AN SES MEMBER

NETWORK! NETWORK! NETWORK!

- Provides you with information
- Exposes you to influential people
- Boosts confidence
- Strengthens interpersonal skills
- Provides an opportunity to establish support for professional development

ON YOUR JOURNEY TO BECOMING AN SES MEMBER

Realize that your success in life is directly proportional to your intent

I challenge you to reassess your life vision today, and remember when your intent is strong enough the how to will always appear for you to achieve your vision. Stop whining, find your vision, your true intent (purpose) and go for greatness