

## **Emerging Leaders Program (ELP)**

The Emerging Leaders Program (ELP) is a competitive, two-year, paid, federal internship with the Department of Health and Human Services (DHHS). The program provides a unique opportunity to develop analytical and critical leadership skills in one of the largest federal agencies in the nation. Rotation opportunities to expand leadership competencies are available throughout the Department and across federal agencies.

Highly qualified candidates will be recruited for GS-9 level positions in the following career tracks: Administrative, Social Sciences, Public Health, Human Resources, Scientific, and Information Technology. Interns will be hired by the Department and will participate in an intensive, two-year program that includes challenging assignments, fast-paced and diverse work environments, and opportunities for promotion.

The Emerging Leaders Program recruits well-qualified, exceptional leaders with an interest in public policy and commitment to public service. For more information on this program, please visit the [Emerging Leaders Program](#) website.

### **This Program is for you if -**

- You want to make a contribution to the Federal government and become a future leader of the Department of Health and Human Services.
- You want a comprehensive, full time, two-year program that provides both personal and professional growth and development.
- You want rotational assignments throughout our Department.
- You want a mentor who can provide great professional advice.
- You want development in our core competencies: leading change, leading people, driving results, business acumen and building coalitions and communications.
- You want advanced development in your chosen field.

### **Program Structure**

The Program includes a structured orientation to the Department of Health and Human Services, its operating divisions and other Federal agencies; a blended learning environment that incorporates classroom training, web-based training, on-the-job learning activities and an introduction to corporate level competencies; diverse developmental assignments; assignment of mentors to assist with career development and the ability to choose a career path of interest to the participant. Click on "[Career Tracks](#)" for a description of each track and the positions covered.

Participants will be hired by one of the Operating Divisions sponsoring this Program, i.e., National Institutes of Health (NIH), Food and Drug Administration (FDA), Centers for Disease Control and Prevention (CDC), Center for Medicare and Medicaid Services (CMS), Indian Health Service (IHS), Substance Abuse and Mental Health Services Administration (SAMHSA), Health Resources and Services Administration (HRSA), Agency for Healthcare Research and Quality (AHRQ), Administration on Aging (AoA), Administration for Children and Families (ACF), The Office of the Secretary (OS). Click on "[Interns](#)" to learn more about each Operating Division.

During the first six months of the program, participants will work for the Operating Division that selected them. The next 12 months of the Program will expose participants to high-level officials of the Department. The rotations will introduce them to the inter-relations of work within the operating divisions, provide an opportunity to gain working knowledge of the various occupations and become familiar with the overall environment of the Department. Participants will be managed through a centralized program at the Department level during program.

The last six months of the Program will be devoted to work in the participants chosen career field on a full-time basis in the Operating Division that selected them.

### **Training and Development**

The training program includes personality and interest inventory assessment tools, selection of web-based training from a menu of available courses, introduction to work/life issues and training in corporate level competencies.

Participants will complete several developmental assignments within the Operating Divisions. Assignments will be selected based on participants' chosen career path and area of interest. Assignments will be for 90 days.

### **Mentoring Program**

All participants will be assigned a Mentor to assist in preparing a career development plan that outlines assignments and training needs during the first 12 months of the program.

### **Advancement During the Program**

Based on your experience and interest, you enter the program in one of five career paths. You'll start at pay grade GS-9 and advance to GS-11 in one year (assuming satisfactory performance) with a pay raise plus a cost-of-living increase. Upon successful completion of the program, you will be eligible for employment as an Analyst, IT Specialist, Scientist, or a similar professional position within your career path in HHS at the GS-12 level.

### **Eligibility Requirements**

- **You must be a U.S. Citizen.**
- You must be able to qualify at the GS-9 level.
- Your Master's or higher level degree from an accredited college or university is qualifying for a GS-9 position or 1 year of specialized experience equivalent to a GS-7 or a combination of education and experience

### **How to Apply**

Choose a Career Track from <http://hhsu.learning.hhs.gov/ELP/howtoapply.asp> and follow the directions provided.

### **E-mail Questions to:**

emerging.leaders@hhs.gov

**For More Information on CMS's use of the Emerging Leaders Program:**  
Contact Sherri Giancola on 410-786-5512 or at [sherri.giancola@cms.hhs.gov](mailto:sherri.giancola@cms.hhs.gov).