

Office of Federal Housing Enterprise Oversight

Manager, Performance Management and Strategic Planning, OF-23

ANNOUNCEMENT NUMBER:	OMP-08-06A	APPLICATION DEADLINE:	10-1-2008
JOB LOCATION:	Washington , Dist of Columbia	WORK SCHEDULE:	Full Time
SALARY RANGE:	\$126,397.00-\$221,195.00	OPEN DATE:	9-10-2008
TIME LIMIT:	Permanent - No time limit	WHO MAY APPLY:	Status eligibles
NUMBER OF VACANCIES:	1	PROMOTION POTENTIAL:	23

NOTES:

On July 30, 2008 legislation was enacted to create the Federal Housing Finance Agency (FHFA). The FHFA is responsible for regulating Fannie Mae, Freddie Mac and the twelve Federal Home Loan Banks. All permanent employees of OFHEO will be transferred to FHFA. The transfer will be effective no later than 7/29/09.

The Office of Federal Housing Enterprise Oversight's (OFHEO) important and compelling mission is to promote housing and a strong national housing finance system by ensuring the safety and soundness of the Enterprises (Freddie Mac and Fannie Mae). These two government-sponsored enterprises own or guarantee nearly \$4.9 trillion of residential mortgages in the U.S. and play a key role in housing and the U.S. economy.

Do you enjoy developing strategic plans and monitoring their effects to improve an organization? Are your written and oral communication skills your strengths? Do you possess the ability to see the big picture – linking agency goals to strategic objectives in achieving a specific outcome? If you consider yourself an expert in planning, project management and organizational improvement, please keep reading.

As the Manager for Strategic Planning and Performance Management, you will have an opportunity to highlight your analytical skills, as well as your writing proficiency. The ideal candidate will have extensive experience implementing, coordinating and ensuring compliance with the President's Management Agenda. He/she will supervise a staff of professionals tasked with working as a strategic partner with agency managers to ensure effective performance management and strategic planning goals are achieved. This position is ideal for an experienced program manager who has a passion for improving an organization's efficiency but also enjoys leading a team. Your contributions will ensure OFHEO meets its mission by leading its strategic planning efforts and implementing strategic plans that define OFHEO's mission, objectives and long-term goals.

This position is perfect for an experienced strategic planner who is looking for flexible work arrangements and excellent benefits, including the potential for on-going medical benefits after retirement. OFHEO is located at 1700 G St, NW, one block from the White House and is easily accessible by Metro.

OFHEO is unique in many ways, as compared to other federal agencies. OFHEO enjoys benefits that are in addition to the typical federal package and, benefits from a pay structure that allows us the flexibility to hire the best and the brightest.

As a member of OFHEO, you will be part of an integrated team that serves the American people by ensuring a safe and sound secondary mortgage market. OFHEO is a small, fast-paced federal agency and our work has far-reaching impact. If you are interested in a position that will fully utilize your skills and further provide you with developmental opportunities to learn new ones, please consider OFHEO as your 'Employer of Choice'

We strongly encourage you to apply using the on-line application process by clicking on the link 'Apply To This Vacancy' located at the top, middle, and bottom of the vacancy announcement page.

You must contact the Human Resources Office (at least 5 business days prior to the close date) at (202) 414-3834 for alternative application procedures if you are not able to apply on-line.

Candidates who do not have current Federal Status, (currently serving on permanent competitive Career/Career-Conditional appointment, or previously served in this capacity for a minimum of three continuous years) should apply under vacancy announcement OMP-08-06B

DUTIES:

The incumbent serves as the Manager for Strategic Planning and Performance Management in the Office of Management Planning (OMP), responsible for establishing, implementing, and managing related policies and procedures and for planning and carrying out strategic planning, performance planning and reporting, management processes, and program assessment activities

Provides the Associate Director for Management Planning with technical advice and assistance and recommends appropriate courses of action to follow for difficult and/or unusual cases related to space utilization, building management, continuity of operations, physical security, and special programs.

Leads OFHEO's strategic planning efforts and implementing strategic plans that define OFHEO's mission, objectives and long-term goals. Serves as team leader in development of OFHEO's planning and operating documents that define OFHEO's mission, objectives, budgets and long-term goals. Exercises responsibility for planning and developing the ASP, APP, PAR and PART. Coordinates the collection of data and the submission of the Performance Tracking, HUD and PEER quarterly reports. Implements, coordinates, and ensures compliance with the President's Management Agenda.

Coordinates with other OFHEO offices and OMB on projects and plans to achieve Green status on the Budget and Performance Integration Initiative of the President's Management Agenda (PMA). Tracks agency-wide projects and plans on other areas of the PMA.

Supervises a staff of professionals and technicians who perform a variety of strategic planning, performance planning and reporting, management processes, and program assessment activities.

Represents OFHEO at meetings with the Enterprises and external entities.

KNOWLEDGE, SKILLS, AND ABILITIES:

Ability to effectively communicate complex and technical issues, both orally and in writing.

Skill in analyzing complex and varied organizational performance issues.

Demonstrated ability to lead interdisciplinary projects and accomplish agency goals and objectives.

Knowledge of strategic planning, operational planning, the integration of planning and budgeting, and performance reporting.

MINIMUM FEDERAL QUALIFICATION REQUIREMENTS:

PLEASE NOTE: Applicant must meet ALL of the following general qualification requirements listed below in order to receive consideration for this position. Also, demonstration of work supporting the general qualifications MUST be documented and reflected in your work history within the body of your profile or resume in order to receive consideration.

(A) Master's degree in Business Administration, Economics, Finance, Management, Political Science, Public Administration or related field,

or

equivalent experience which is six (6) years of employment experience in organizational strategic or operational planning, performance management and evaluation of efficiency and effectiveness of operations.

(B) Demonstrated expertise in strategic planning, operational planning, the integration of planning and budgeting, performance reporting using the federal standards, policies and practices; the Government Performance and Results Act and related laws; the federal budget process; the President's Management Agenda and OMB guidance.

(C) Six (6) years of experience developing and recommending improvements to planning activities, analyzing data and qualitative information relative to complex programs and processes. This experience may be inclusive of the experience gained in qualification requirement (A).

(D) Demonstrated expert skill to provide technical leadership, staff coordination, and consultation for the projects assigned, including formulating guidelines, implementing new developments, and providing regulatory and technical interpretation of documents and instruments.

(E) Demonstrated skill to plan, organize, assign, and monitor the work of a subordinate staff to ensure efficient, effective, and timely completion of assignments.

(F) Demonstrated ability to apply strong analytical skill to complex and varied issues related to the assessment and monitoring of issues associated with performance and measurement plans.

OTHER SIGNIFICANT FACTS:

All qualified applicants will receive consideration for employment regardless of race, color, religion, gender, status as a parent, sexual orientation, political affiliations, national origin, age, disability, or any other non-merit factor.

REASONABLE ACCOMMODATION: This agency provides reasonable accommodations to applicants with disabilities, except when doing so would pose an undue hardship on the employing agency. If you need a reasonable accommodation for any part of the application and

hiring process, please notify us. The decision on granting reasonable accommodation will be on a case-by-case basis.

Relocation expenses are NOT authorized.

BENEFITS: OFHEO offers a wide array of benefits:

1. FREE comprehensive dental coverage. There is a \$2,500 annual maximum per employee and a separate orthodontic benefit for dependent children to age 19. (Annual deductibles apply.)
2. FREE vision care coverage. This benefit covers the employee and all eligible dependents. (Co-pay applies.)
3. 100% cost of your public transportation commuting expenses (e.g., vanpool, metro bus, metro train). The first \$115 of your commuting costs is provided to you as a tax free benefit. In addition, you will be provided up to \$90 per month to cover the cost of parking at Metro operated lots.
4. Alternative Work Schedule (AWS) includes a flexible work schedule and a compressed work schedule.
5. The Wellness Program provides a \$400 taxable reimbursement to employees for various health related expenses that may not be covered by other benefits program provided by OFHEO.
6. A variety of Federal Employee Health Benefit plans to choose from which can be paid from pre-tax income. Federal agencies pay approximately 72% of employees' health insurance premiums. OFHEO pays 90% of the premium.
7. The Federal Employee Retirement System program that features three components: a retirement pension, the Thrift Savings Plan (an employee controlled investment program), and social security.
8. The Thrift Savings Plan (TSP) is a retirement savings and investment plan for Federal employees and offers Federal employees the same type of savings and tax benefits that many private corporations offer their employees under 401(k) plans. As soon as you become a Federal employee, as a FERS employee, you can contribute up to \$15,500 per year. You will receive agency-matching contributions up to the first 5 percent. As a CSRS employee, you can contribute up to \$15,500 per year. CSRS employees do not receive any agency contributions. Employees age 50 or older as of December 31, 2007, may contribute an additional \$5,000 for catch-up contribution per year.
9. The Federal Employee Group Life Insurance offers numerous life insurance policy options covering employees and dependents.
10. The Federal leave program offers exceptional time off benefits, including annual leave, sick leave, a leave sharing program, Family Friendly Leave, Family Medical Leave, and ten (10) paid holidays per year. Annual leave accumulation will be set based on relevant private sector experience for new appointees. Employees hired at the OF-23 level and above will be allowed to carry-over a maximum of 720 hours of annual leave.
11. The Employee Assistance Program (EAP) provides free confidential counseling and referral services to you and your family members.
12. The Federal Long Term Care Insurance Program provides long term care insurance to help pay for costs of care when you can no longer perform everyday tasks by yourself, or you have a severe cognitive impairment, such as Alzheimer's. You may visit the Long Term Care Partners

website for more information: www.ltcfeds.com.

13. The Flexible Spending Account Program for Federal employees provides employee-funded accounts that can be tapped by account holders to pay for medical expenses that are tax deductible as well as dependent care costs. Contributions to the accounts come from an employee's pre-taxed salary. The government does not make a contribution.

14. Career development and enrichment training is available in job-related areas.

15. Other benefits include a nearby full service ATM, and eligibility to join the Treasury Credit Union; free use of an on-site gym and locker room with shower facilities; aerobics and yoga classes are available for a small fee; and a privately owned on-site child care center.

Favorable adjudication of the appropriate level of background investigation is a condition of employment at OFHEO.

OFHEO employees are subject to government-wide ethical standards of conduct, financial disclosure requirements, and post-employment prohibitions. In addition, OFHEO employees are not permitted to undertake outside activities or employment relating to real estate. OFHEO employees are also prohibited from owning certain investments, such as securities of the Federal Home Loan Mortgage Corporation and the Federal National Mortgage Association (Enterprises). Also, certain OFHEO employees are prohibited from accepting compensation from the Enterprises for a two-year period after terminating employment with OFHEO. Questions regarding these requirements and prohibitions should be directed to the Office of General Counsel at (202) 414-3751.

If selected, male applicants born after 12/31/59 must confirm their selective service registration status.

VETERANS - Take Note!

- Veterans who have been separated from the armed forces under honorable conditions after three (3) years or more of continuous active service may compete under merit promotion procedures.

- To claim veteran's preference, you must attach a copy of your DD-214, and submit Standard Form 15 if claiming a 10-point preference.

Applicants must be U.S. citizens.

If you are a David L. Boren scholar or fellow, and are not currently a student, the Homeland Security Act of 2002 provides that you can be considered, under a special appointing authority, for vacancies that are advertised under an agency's promotion procedures. Contact the National Security Education Board for assistance in determining whether this position will meet NSEP service requirements (<http://www.nsepnet.org>).

VETERANS' PREFERENCE: To claim veteran's preference, you must attach a copy of your DD-214, and submit Standard Form 15 if claiming a 10-point preference.

ICTAP ELIGIBLES - Take Note! ICTAP eligibles may apply for special selection priority for this position. To be well qualified and exercise selection priority for this vacancy, eligible displaced federal employees must receive a rating of 95 or more. Also, as required by PL 102-484, displaced DOD civilian employees must request full consideration with a job application and include a copy of their specific RIF notice of separation and/or a copy of the SF-50 documenting the RIF separation.

The applicant chosen for this position must serve a one-year probationary period for supervisors if he/she has not previously served for at least one year as a supervisor in the federal government.

Contact Information:
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