



PERSONNEL AND
READINESS

OFFICE OF THE UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, DC 20301-4000

SEP 8 2011

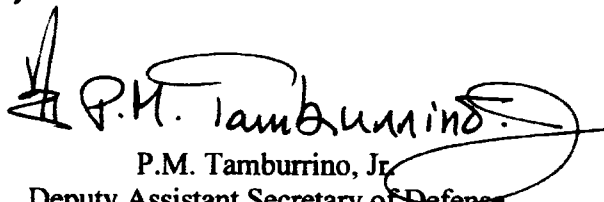
MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Nominations for Leadership 360-Degree Assessment and Executive Coaching for Senior Executives and Senior Professionals (FY 2012)

I am pleased to announce the call for nominations for the FY2012 360-degree leadership assessments and executive coaching services available to Senior Executives and Senior Professionals (SL/ST) across the Department. These programs are part of a diverse portfolio of professional development and career-broadening opportunities offered to ensure the Department has an Executive cadre equipped to lead and operate effectively within and across organizational and functional boundaries.

The cost of these programs is centrally funded; however, Components are responsible for funding any local travel associated with their executives' participation. Attachment 1 provides a summary of the two programs. Attachment 2 lists the program schedule and descriptions, along with nomination due dates applicable to all DoD service component organizations. All nominations, using Attachment 3, must be submitted through your Component Senior Executive Management Office to Scott Derrick at Scott.Derrick@cpms.osd.mil by October 14, 2011. Fourth Estate agencies should submit their nominations through the Executive Lifecycle Management office under the Director of Administration and Management. The Military Departments are to include COCOM Senior Executive nominations. Please also direct your questions to Mr. Derrick at (703) 696-1722.

This is a special opportunity for our Department's Senior Executives and Senior Professionals to further enhance their leadership capability. I encourage you to take full advantage of this opportunity.


P.M. Tamburrino, Jr.
Deputy Assistant Secretary of Defense
Civilian Personnel Policy

Attachments:
As stated



360-Degree Assessment and Executive Coaching Programs for Senior Executives and Senior Professionals

Program Summary

Purpose:

The 360-Degree Assessment and Executive Coaching programs provide professional development opportunities for Senior Executive Service (SES) and Senior Professionals (SL/ST) across the Defense Department. A 360-degree assessment is a multi-rater tool for professional development utilizing assessments from superiors, peers, subordinates, and self to create a more balanced circle of feedback. Executive coaching (sometimes also called leadership coaching) is the process of working one-on-one with an executive coach in a thought-provoking and creative process to help individuals develop their leadership and management skills and inspire them to maximize their personal and professional potential.

Programs:

360 Assessment plus Executive Coaching: Participants will use the “OPM Leadership 360™,” the U.S. Office of Personnel Management’s leadership assessment tool that provides feedback to Federal supervisors, managers, and executives on 28 leadership competencies. Using the results of the 360-degree assessment, participants will then work directly with an executive coach for 10 hours of coaching in person and via telephone over an 8-month period. If the participant and the executive coach both reside in the same metropolitan area, they are strongly encouraged to hold coaching sessions in person. Participants will be able to select an executive coach from among three options provided.

ELIGIBILITY: Senior Executives and Senior Professionals (SL/ST)

Executive Coaching (no assessment): Participants will work directly with an executive coach for 10 hours of coaching in person and via telephone over an 8-month period; a 360-degree assessment is not included. If the participant and the executive coach both reside in the same metropolitan area, they are strongly encouraged to hold coaching sessions in person. Participants will be able to select an executive coach from among three options provided.

ELIGIBILITY: Senior Executives and Senior Professionals (SL/ST)

Confidentiality:

The results of the 360-degree assessments and the coaching discussions are confidential between the participant and his or her coach. Nonetheless, participants are encouraged to discuss the proposed topic of their coaching sessions with their direct supervisor prior to the coaching engagement. Please note that working with an executive coach with security clearance cannot be guaranteed; participants should take this into consideration.

**360-Degree Assessment and Executive Coaching Programs
for Senior Executives and Senior Professionals**

FY 2012 Schedule

Allocated Quotas						
Program	Dates	Air Force	Army	Navy/ Marine	4th Estate	Nomination Due Date
360-Degree Assessment plus Executive Coaching	November 1, 2011 to July 13, 2012	8	8	8	11	October 14, 2011
Executive Coaching (no 360-degree assessment)	November 2, 2011 to July 13, 2012	8	8	8	11	October 14, 2011
Total		16	16	16	22	

