



DEPARTMENT OF THE ARMY
HEADQUARTERS UNITED STATES ARMY SIGNAL CENTER OF EXCELLENCE
AND FORT GORDON
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ATZH-DC

31 January 2012

MEMORANDUM FOR US Army Signal Center of Excellence Personnel

SUBJECT: Civilian Leader Development Program (CLDP)

1. References

- a. TRADOC Policy Letter 12, Civilian Leader Development Program (CLDP), dated 29 August 2011.
- b. DoDI 1430.16, "Growing Civilian Leaders.", dated 19 November 2009.

2. As CG TRADOC stated in his Policy Letter referenced in paragraph 1a above, we as leaders have the responsibility to attract, train, educate and develop our civilian leaders.

3. We need to ensure our employees, regardless of position or grade, continue to plan for job and career-related professional development.

4. Listed below are resources that can be used to assist our civilian workforce to ensure a successful developmental career: For additional information on programs covered in 4a, b, and c, refer to <http://www.gordon.army.mil/cpac/training.htm>

a. Civilian Education System (CES). Fort Gordon Signal Center of Excellence civilian employees will complete the CES courses (Foundation Course, Basic Course, Intermediate Course, Advanced Course, and Continuing Education for Senior Leaders) consistent with Army policy.

b. Supervisory Development Course (SDC). SDC is a mandatory online course for all newly appointed supervisors (military and civilian) of civilian employees. SDC includes two sub courses to complete within six months after appointment to supervisory positions. All civilians, new to TRADOC, will complete the CES Foundation Course within six months of assignment to the Signal Center.

c. TRADOC Senior Leader Development (SLD). This program prepares GS-14/15 employees for key leadership positions. It is centrally managed as a competitive two-year program that targets ten TRADOC participants per fiscal year. The SLD Program includes Advanced Leadership Training (Brookings Institute – Leadership Certificate, Office of Personnel Management Leadership Program, Senior Service College, Senior Managers Course in National Security, Department of Defense Security Department of Defense Executive Leadership Program, Harvard Senior Executive Fellows, Army Senior Fellows, and Defense SLD Program), developmental assignments, and SES

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mentorship assignments. SLD centrally funds tuition, travel and per diem. For additional information see <http://cpol.army.mil/library/train/catalog/ch04dsldp.html>

d. Senior Level Assignment Opportunities. All GS-13 through GS-15 vacancy announcements will be announced Army wide, as a minimum, and include payment of permanent change of station costs. Cost will not be centrally funded. This is an investment we must continue to make in our future leaders.

e. Greening Course. The Greening Course is a two day (16 hour) course intended to enable newly-hired Department of the Army civilians to better understand how the field Army and the Signal Corps work. It provides basic instruction on military rank, military courtesy, chain of command, Signal core mission and history along with other topics to new civilian employees with no previous military experience. New hires grades GS-5 to GS-11 are required to attend. This course is optional for prior military. For additional information, please contact the Registrar at the Staff and Faculty Development Branch of the G3/5/7.

5. Supervisors will develop an Individual Development Plan (IDP) for each civilian supervised. The IDP will be updated during the employee's midpoint and annual performance review.

6. To quote the CG of TRADOC "Leaders and employees alike must make civilian leader development a top priority."

7. The proponent for this policy is the G1 at (706) 791-0139/8162.



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