

**President's Management Council
INTERAGENCY ROTATION PROGRAM**

The PMC Interagency Rotation Program enables emerging Federal leaders to expand their management skills, broaden their organizational experience, and foster networks they can leverage in the future.

Rotation Experience Description

Department/Agency:	Department of Veterans Affairs (VA)		
Component:	Office of Privacy and Records Management (OPRM), VA Privacy Service (PS)		
Organizational Mission/Role:	To preserve and protect the privacy of personal information" VA Privacy Service administers the VA Enterprise-Wide Privacy Program in conformance with applicable laws, regulations, administrative mandates and VA policy.		
Rotation Title:	Acting Privacy Service Director	Required Clearances:	NACI
Number of Positions:	1	Office Address:	1100 First Street, NE Washington DC 20002
GS Level: (13, 14, and/or 15)	GS-14 or 15 (preferably)		
Supervisor Name, Title:	John Buck, Director, OPRM	Agency Point of Contact:	Patrick Gawkins
Supervisor Email:	John.buck1@va.gov	POC Email:	Patrick.gawkins@va.gov
Supervisor Phone:	202-632-7385	POC Phone:	202-461-7857
Available workplace flexibilities:	Yes		

Description of Development Opportunity: 1. Projects, Roles, and Responsibilities / 2. Anticipated Accomplishments

1. Leads a team of privacy professionals (government and contract personnel) in the administration of an enterprise-wide privacy program (VA Privacy Service). Operational areas of responsibility include: compliance, incident management & response, policy analysis, communications, training & outreach, and consultancy. Will engage in high visibility efforts, interfacing with senior OI&T leadership, management and staff, as well as, VA Administrations (VHA, VBA, NCA and VACO staff offices) in carrying out VA Privacy Service functions, roles and responsibilities. As the responsible person, will provide project management support functions to Privacy Service personnel who are directly responsible and accountable for work products, outputs and service delivery.
2. The Privacy Service Director will ensure all compliance tasking has been completed in a timely and effective manner and will have the latitude to incorporate best practices into the day to day operations of a diverse staff of privacy professionals.

Developmental Goals: Please select 2-3 primary Executive Core Qualifications (ECQs) that the participant may cultivate on this assignment. For more information about ECQs, please visit www.opm.gov/ses/recruitment/ecq.asp.

ECQs (check all that apply):

Please provide comments about how this assignment relates to the ECQs and will provide a meaningful work experience for the participant:

- Leading Change
- Leading People
- Results Driven
- Business Acumen
- Building Coalitions

The participant will directly lead a staff of 12 government employees [Leading People] who are responsible for accomplishing privacy program strategic goals, priorities and tasks aligned to a 'program transition' effort [Leading Change] initiated by the incumbent Director. Utilizing a project management approach to solving problems and accomplishing results [Results Driven], the PMC participant will engage with project team members to gain knowledge and insight, provide guidance and support [Business Acumen] and help promote the value and importance of the work of VA Privacy Service [Building Coalitions].

The PMC Fellow will be offered the following developmental opportunities (check all that apply):

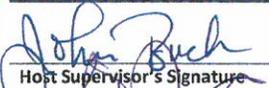
- A Senior Executive mentor (this may be the host supervisor)
- At least one senior-level shadowing experience
- A peer-level work/project advisor
- Individual Development Plan and regular check-ins on developmental progress
- A closing assessment of accomplishments and specific recommendations for continued development
- Access and exposure to senior-level meetings
- Subject-specific onboarding designed to provide learning on a key skill, issue, profession, etc.
- Participation in agency-provided training, such as online learning, workshops, speaker series, etc.
- Supervisory experience
- Cross-agency collaboration experience
- Project management experience
- Other (please explain)

How would this opportunity benefit the participant and his/her home organization upon their return?

This will provide an opportunity for the PMC participant to function in a high-visibility capacity having direct contact with a wide-range of stakeholders and engaging in VA mission-critical work. The benefit to the participant is 'exposure' and the ability to contribute, learn and develop in a senior-level capacity. The benefit to the home organization is the 'take-a way's and knowledge gained' by the PMC participant that can be transferred and applied upon return.

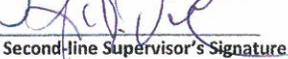
Beneficial knowledge, skills or abilities (optional).

Ability to provide general (supervisory) guidance, coaching, direction and correction (if necessary). Privacy and Security related experience is a plus.


Host Supervisor's Signature

1/9/2014

Date


Second-line Supervisor's Signature

Click here to enter a date 1/10/2014

Date