

President's Management Council
INTERAGENCY ROTATION PROGRAM

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

Rotation Experience Description

Department/Agency:	<i>DHS/FEMA</i>		
Component:	<i>Response Division Region VII</i>		
Organizational Mission/Role:	<i>FEMA's mission is to support our citizens and first responders to ensure that as a nation we work together to build, sustain, and improve our capability to prepare for, protect against, respond to, recover from and mitigate all hazards.</i>		
Rotation Title:	<i>Assistant IMAT Team Lead</i>	Required Clearances:	<i>Public Trust</i>
Number of Positions:	<i>1</i>	Office Address:	<i>9221 Ward Parkway, Suite 300 Kansas City, MO</i>
GS Level: <i>(13, 14, and/or 15)</i>	<i>Core – 13/14 equivalent.</i>		
Supervisor Name, Title:	<i>Dan Best, Response Division Director</i>	Agency Point of Contact:	<i>Dan Best</i>
Supervisor Email:	<i>Dan.best@fema.dhs.gov</i>	POC Email:	<i>Dan.best@fema.dhs.gov</i>
Supervisor Phone:	<i>816 283 7027</i>	POC Phone:	<i>816 283 7027</i>
Available workplace flexibilities:	<i>37T</i>		
Description of Development Opportunity: 1. Projects, Roles, and Responsibilities / 2. Anticipated Accomplishments			
<p><i>1. Candidate would be working with an Incident Management Assistance Team. As assistant Team Lead, would be working with the Command and General Staff as they prepare for and respond to events and disasters in Region VII. Projects would include developing Incident Action Plan on disasters, coordinating the actions of FEMA with the state and local responders at the direction of the Federal Coordinating Officer. When not deployed would assist team with preparation for those events described including training and exercises, site visits, etc. When deployed to a disaster work would also include all functions needed to have a successful operation. Past candidates participated in the above listed activities as well as the local hiring process, Preliminary Damage Assessments, Public Assistance work, National level exercises, etc. 2. At the end of the program it is anticipated that the participant will have a greater understanding of the functions of FEMA, the relationships between the Federal, state, and local officials in disaster response, and management and coordination of multiple resources in steady state and disaster settings</i></p>			

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	<input type="checkbox"/>	<i>The Incident Management Assistance Team is made up of 11 members plus the Team Leader. You must be able to lead people in order to accomplish goals. The assignment would be an opportunity to see leadership on the smaller scale during steady state and on a larger scale when deployed to a disaster. The team and position is also very results driven. There are specific objectives to be accomplished daily on deployments, the ability to ensure those goals are being met by the team is a large part of the position.</i>
Leading People	X	
Results Driven	X	
Business Acumen	<input type="checkbox"/>	
Building Coalitions	X	

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

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

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

Greater understanding of another Federal Agency as well as experience in managing in a stressful environment. Experience in managing steady state activities of training, administration, and special projects.

Special Requirements (if any):

Ability to deploy to a disaster if needed for minimum of 30 days at a time. Every FEMA employee has regular and recurring emergency management responsibilities, though not every position requires routine deployment to disaster sites. All positions are subject to recall around the clock for emergency management operations, which may require irregular work hours, work at locations other than the official duty station, and may include duties other than those specified in the employee's official position description. Travel requirements in support of emergency operations may be extensive in nature (weeks to months), with little advance notice, and may require employees to relocate to emergency sites with physically austere and operationally challenging conditions. IMAT positions are forward leaning and in disaster situations may be required to be on scene within 12 hours.

Host Supervisor's Signature

37T

Date

Second-line Supervisor's Signature

37T

Date