



MANPOWER AND
RESERVE AFFAIRS

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE
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WASHINGTON, D.C. 20301-1500

NOV 14 2018

MEMORANDUM FOR DEPUTY ASSISTANT SECRETARY, CIVILIAN PERSONNEL
(DEPARTMENT OF THE ARMY)
DEPUTY ASSISTANT SECRETARY, CIVILIAN HUMAN
RESOURCES (DEPARTMENT OF THE NAVY)
ASSISTANT DEPUTY CHIEF OF STAFF (MANPOWER,
PERSONNEL AND SERVICES) (DEPARTMENT OF THE AIR
FORCE)
DIRECTOR FOR HUMAN RESOURCES DIRECTORATE
(WASHINGTON HEADQUARTERS SERVICES)

SUBJECT: Department of Defense Nominations for Vanguard Senior Executive Development
Program for Fiscal Year 2019

I am pleased to announce a call for nominations for Department of Defense (DoD) Senior Executive Service (SES) members to participate in the Vanguard Senior Executive Development Program (Vanguard) for Fiscal Year (FY) 2019. Vanguard is the Department's enterprise executive development program. This in-residence 6-day/5-night program focuses on developing enterprise-wide perspective to enhance SES members' ability to lead in a joint and interagency environment. Vanguard is an opportunity for senior executives to build on their leadership capacity in a collaborative setting, leveraging skills needed to lead effectively within and across organizational and functional boundaries, as well as the broad national security spectrum. Participants will gain applicable knowledge through access to public and private industry thought leaders and top-level executives to increase strategic vision and focus. For additional information, a program overview is provided (Attachment 1).

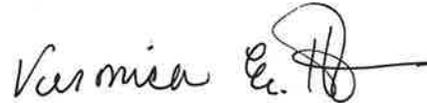
Vanguard is targeted to Tier 2 and Tier 3 career SES members with at least 5 years of executive experience, and who occupy positions that demonstrably concentrate on the DoD enterprise and interagency environments. The Component allocations for each session are as follows: Army (5); Navy/Marine Corps (8); Air Force (3); and Fourth Estate (including the DoD Office of the Inspector General) (9).

All nominations must be submitted through the Senior Executive Management Office of the respective Component to the Defense Civilian Personnel Advisory Service (DCPAS) by Friday, February 1, 2019. Component submissions will include a consolidated nomination sheet (Attachment 2), as well as each nominee's current biography and attendance agreement form (Attachment 3). Although each Component has an allocation quota, alternate nominees may be submitted in priority order on the nomination sheet.

Vanguard will be offered twice in FY 2019, on May 5-10 and August 4-9, in the metropolitan Washington, District of Columbia area. DCPAS funds Vanguard program

instruction and materials, lodging, and meals. Components are responsible for participant travel and applicable per diem to and from the training site.

We are excited to further develop the Department's top talent and hope you will encourage your executives to take advantage of this opportunity. All nominations and questions should be submitted to Ms. Christine Kleiber, Talent Development, whom you may reach at (571) 372-2059 or by email at christine.g.kleiber.civ@mail.mil.

A handwritten signature in cursive script, appearing to read "Anita K. Blair".

Anita K. Blair

for Deputy Assistant Secretary
Civilian Personnel Policy

Attachments:
As stated



Vanguard Senior Executive Development Program 2019

Program Description: The Vanguard Senior Executive Development Program (Vanguard) is the Department of Defense's (DoD) enterprise executive development program designed specifically to equip Senior Executive Service (SES) members with tools to effectively collaborate among Components, Federal agency partners, and mutual stakeholders toward successful mission accomplishment. The six-day/five-night in-residence program focuses on enhancing the ability of SES members to serve as enterprise leaders in a joint and interagency environment. Vanguard offers SES members the unique opportunity to form strategic partnerships with top-level executives and to build upon their leadership capability to overcome evolving challenges such as constrained resources, and to mitigate increasingly varied threats to national security.

Background: In 2011, DoD launched Vanguard in response to DoD Directive 1403.03, "The Career Lifecycle Management of the Senior Executive Service Leaders within the Department of Defense," which requires SES members to have the background, ability, and skills to lead effectively within and across organizational and functional boundaries as well as the broad national security spectrum. The unprecedented challenges facing the Department demand its SES members are able to lead across an increasingly complex Defense enterprise and interagency environment that is dynamic, integrated, and joint. The program was established to help SES members develop an enterprise-wide perspective, while fostering proficiency in the leadership competencies aligned to the Executive Core Qualifications.

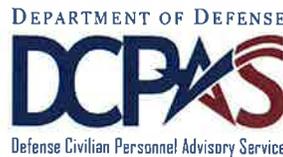
Target Audience: Career SES Members

- Tier 2 and Tier 3 DoD SES members with at least 5 years of executive experience who occupy positions that demonstrably concentrate on the DoD enterprise and/or interagency environments
- Non-DoD Federal agency SES members in similar capacities

Allocations: Each in-residence session is offered to 30 participants, including 25 from DoD and 5 from non-DoD Federal agencies.

DoD Component allocations for each session are based on the percentage of executives who meet the target audience criteria, which includes Army (5), Navy/Marine Corps (8), Air Force (3), and Fourth Estate (including the DoD Office of the Inspector General) (9).

Non-DoD Federal agencies selected to participate are invited to nominate one executive per session. Non-DoD participants will be selected from the nominees to increase the breadth of functional experience and interagency perspective of the cohort.



Dates and Location: Vanguard will be offered twice in Fiscal Year 2019, on May 5-10, and August 4-9, in the metropolitan Washington, District of Columbia area. The training schedule extends beyond the normal duty day. Therefore, Vanguard is an in-residence course for all participants, to include those residing within the National Capital Region.

Funding, Meals, Lodging, and Travel: The Defense Civilian Personnel Advisory Service (DCPAS) funds the Vanguard program instruction and materials for all participants.

- **DoD Components (Army, Navy, Air Force, and Fourth Estate):** DCPAS funds lodging and meals during the program for DoD participants. Service components are responsible for participant travel and applicable per diem to and from the training site.
- **Non-DoD Federal Agencies:** Non-DoD agencies are responsible for travel to and from the training site, per diem while in a travel status, as well as lodging, meals, and incidentals for the duration of the program.

Course Content: Vanguard is an instructor-led, competency-based executive development program that consists of customized national security strategy and leadership content, panel discussions, public and private industry speakers, one-on-one executive coaching sessions, and experiential learning activities.

DoD Leadership Competencies Addressed:

Vanguard develops an enterprise-wide perspective, while fostering proficiency in competencies needed to in a joint and interagency environment, to include:

- | | |
|------------------------------|---------------------------|
| ○ National Security Strategy | ○ External Awareness |
| ○ Global Perspective | ○ Political Savvy |
| ○ Strategic Thinking | ○ Influencing/Negotiating |
| ○ Vision | ○ Building Partnerships |

Course Pre-Work: A leadership assessment focused on joint and interagency competencies will be distributed to all participants six weeks before the course.

Course Contact: For more information regarding the Vanguard program, please contact Ms. Christine Kleiber, christine.g.kleiber.civ@mail.mil, (571) 372-2059.



Vanguard Senior Executive Development Program 2019

ATTENDANCE AGREEMENT FORM

By my signature, I am requesting acceptance in the Vanguard Senior Executive Development Program. I understand that once I receive confirmation of attendance, I am required to attend this training course, as scheduled, absent a family or medical emergency.

Employee Name

Employee Signature

Date

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By my signature, I certify that this employee is authorized for training in the Vanguard Senior Executive Development Program. Additionally, I understand that once the employee receives confirmation of attendance, this employee is required to attend the training course, as scheduled, absent a family or medical emergency.

Supervisor Name

Supervisor Signature

Date