

OTE #86-1607

10 OCT 1986

MEMORANDUM FOR: Deputy Director for Administration
Deputy Director for Operations
Deputy Director for Science and Technology
Deputy Director for Intelligence
Chairman, Executive Career Service

FROM:
Chairman, CIA Training Selection Board

SUBJECT: Nominations for Women's Executive
Leadership Program

1. The attached memorandum from OPM requests our participation in a government-wide "Women's Executive Leadership Program" recently approved by Constance Horner, Director, OPM. This is a leadership program for Federally employed women in grades GS-09-12 who have shown exceptional managerial potential for development towards supervisory, managerial and executive positions in the Federal workplace. There has been considerable interest in the program from Agency women who read about it in the Federal Times.

2. This program was originally launched as a pilot in August 1984 and successfully graduated 64 women in December 1985, one of whom was the CIA candidate. The Agency plans to participate in this program again in 1987. Although women have moved into the professional ranks in the Federal sector over the past several years and are technically competent in their fields of expertise, many have not yet been afforded sufficient visibility in assignments and provided training and education that will make them competitive for supervisory, managerial, and executive opportunities. The program provides a unique opportunity for those selected to gain a very broad overview of the management career field.

3. As outlined in the attached brochure, candidates for the program must be in grades GS-09 through GS-12 and must be available for detail to the program for approximately 12 months. Candidates must attend on a completely overt basis and reside in the Washington metropolitan area.

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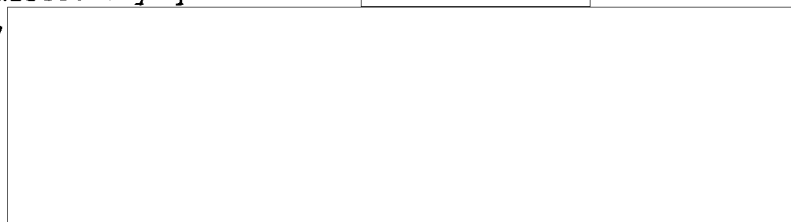
Please give careful consideration to all eligible women in your components and forward nominations or negative replies to [] Executive Secretary, CIA Training Selection Board, 1016 C of C [] by 1 November 1986. Nomination format should contain the: name and location of nominee; present grade level and job title; prior Federal positions; a brief narrative evaluation of nominee's performance and duties; and an assessment of nominee's potential for supervisory or managerial assignments.

4. Nominating components will be responsible for the evaluation and ranking for promotion, slotting and salary for the selected candidate, as well as providing a developmental assignment upon returning from the program. OEEO/OP and the OTE/DDA will be responsible jointly for travel and training expenses incidental to the program.

5. All nominees will be reviewed to select the best qualified for consideration by the Office of Personnel Management (OPM). Successful candidates will begin their developmental assignments in December 1986.

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6. I have attached a brief summary of OPM Guidelines for identifying candidates. Please direct any questions to [] Federal Women's Program Manager, EEO,



Attachments

cc: 1 - D/OP
1 - D/EEO

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OP/EEC [] (8 Oct 86)

Distribution:

Orig - 1 - Addressee (w/att)
1 - D/OP (w/att)
2 - EEO (w/att)
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