

The Air Force's Personnel Center



2024
Own Your Future Campaign
XXXX AFB

Join meeting pulse!



AFPC/DPCZ
20 Aug 24



Discussion Topics

- **What Does Own Your Future Mean to YOU?**
 - **Who Are We? AFPC/DPCZ**
 - **YOUR Roadmap**
 - **Career Opportunities**
 - **Mentoring & Coaching**
 - **Training & Development**
 - **Tuition Assistance**
 - **Civilian Development (CD)**
 - **Civilian Leadership Development School (CLDS)**
 - **Resources**
-



Own Your Future

- **You drive your development**
 - **Individual Development Plan (IDP)**
 - **Request Vectoring**
 - **Records**

- **Be truthful to yourself and your mentor / boss on what you want next**
 - **Saying you are mobile when you really aren't doesn't help anyone**

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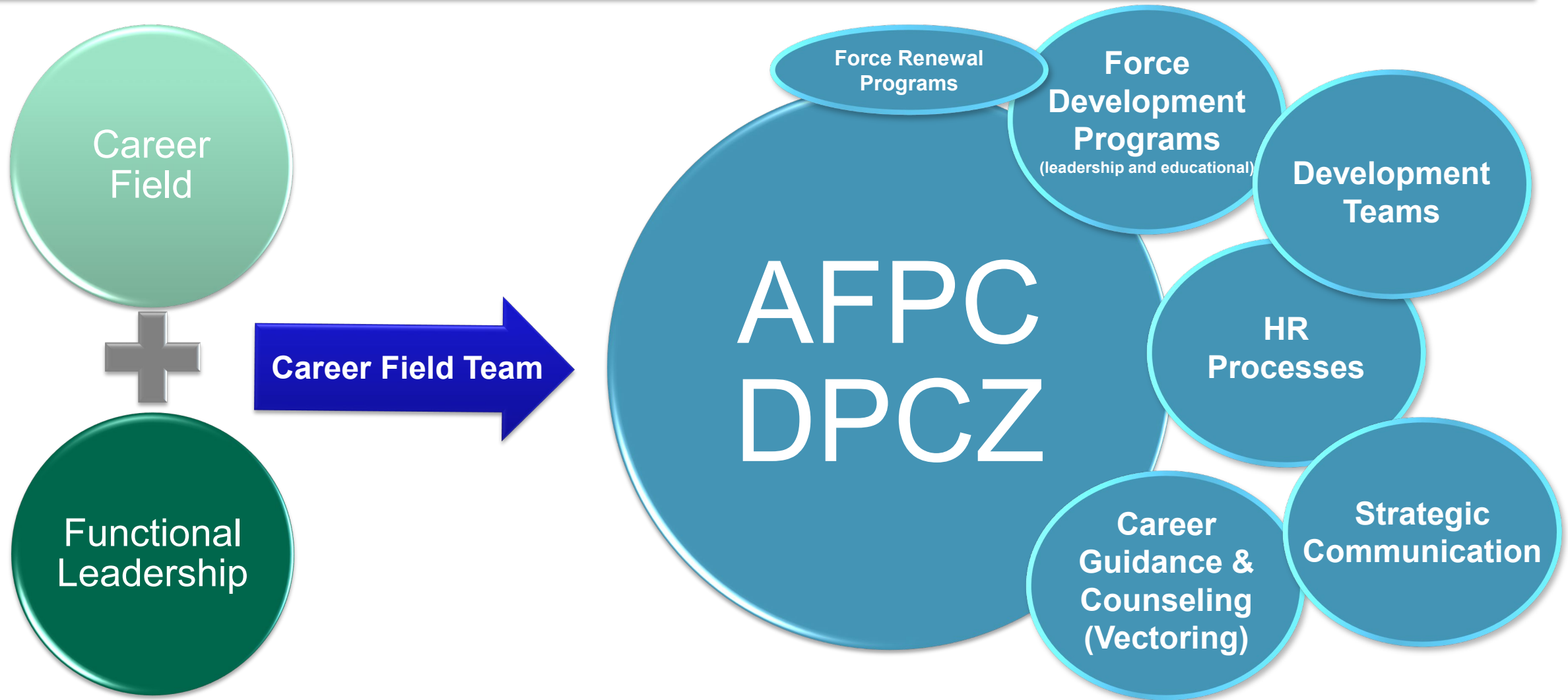
**Who Are We?
AFPC-**

Talent Management Division





It Takes A Team





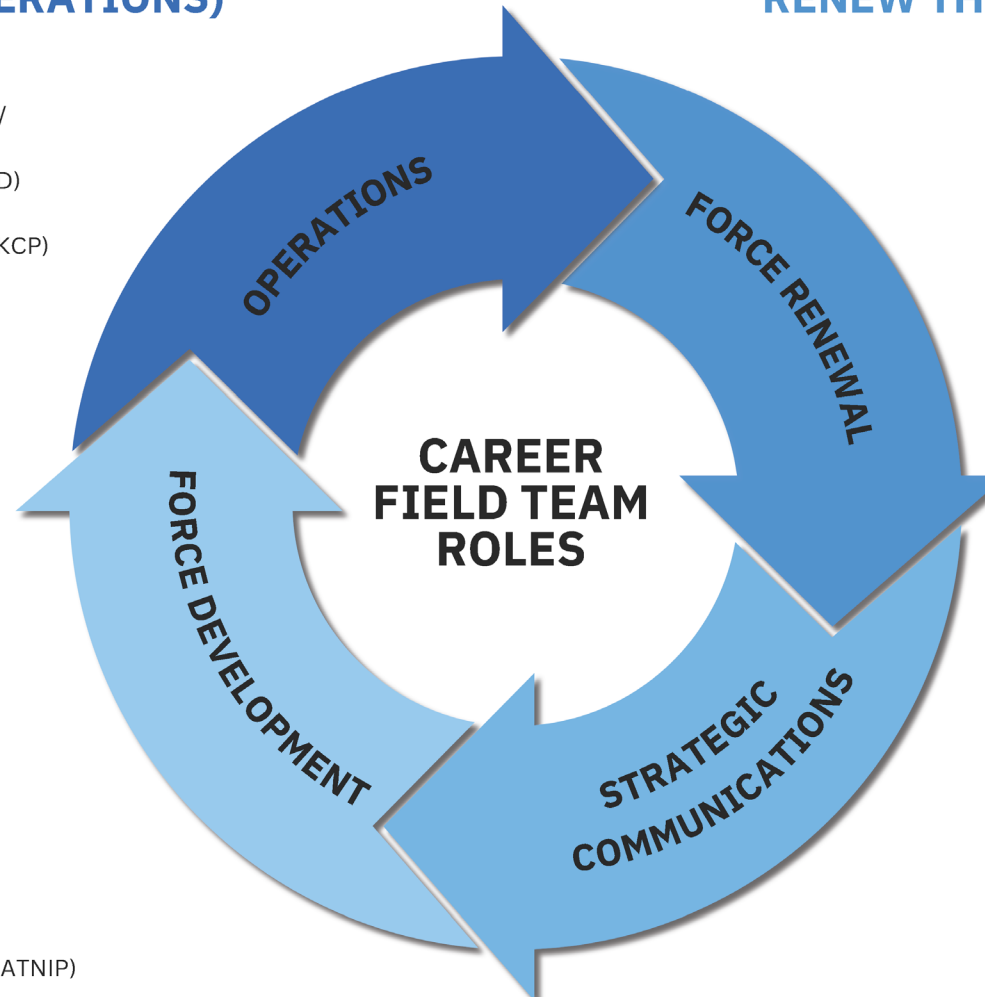
What Does a Career Field Team (CFT) Do?

SUSTAIN THE FORCE (OPERATIONS)

- Request for Personnel Action (RPA)
- Overseas Tour Extension Requests
- Centrally Managed Position Management / Oversight
- Standard Core Personnel Document (SCPD) Development / Tracking
- Outplacement (Interns / CB's/ CDE/CSLP/KCP)
- AFPC Taskers
- CF Policy Maintenance
- Special Programs
- Hiring Authorities (EHA, DHA, DCIPS)

DEVELOP THE FORCE (FORCE DEVELOPMENT)

- Civilian Developmental Education (CD)
- Tuition Assistance (TA)
- Development Team (DT)
- Management Advisories
- Competency Development
- Career Broadening Program
- Key Career Position Program
- Career Field Manager (CFM) Standard Data
- Leadership Training
- Civilian Strategic Leader Program
- Workforce Training Budget Management (CATNIP)
- Employee Counseling



RENEW THE FORCE (FORCE RENEWAL)

- Palace Acquire Interns/Copper Cap (PAQ/COP) and Premier College Interns (PCIP)/ Pathways (Student/Intern) Management
 - Training
 - Outplacements
 - Rotations
 - Career Mentoring
 - Orientations
 - Evaluations
 - Campus Recruiting
- DRIVE Program

CARE FOR THE FORCE (STRATEGIC COMMUNICATIONS)

- Employee Career Counseling
- Own Your Future Briefings
- Policy Review
- Centrally Managed Position Monthly Updates
- Career Field Webcast
- SharePoint and MyFSS Maintenance
- CF Health Analysis
- Functional / Enterprise Developmental Continuum
- Policy Review
- Communication Plans



Pulse Check: Career Field Teams

<https://app.meet.ps/attendee/luy8kl6m>



Which Career Field do you belong to?

What is a career field?
How do I find out which career field I belong to?
Audit
Civil Engineer (CE)
Contracting
Cyberspace & Information Technology (C&IT)
Financial Management (FM)
Force Support (FS)
History & Museum (H&M)
Intel
International Affairs (IA)
Legal
Logistics
Medical



How Do I Find My Career Field?

- Your Career Field is listed on your Position Description under the Career Field ID (CFID)

AIR FORCE CORE PERSONNEL DOCUMENT (CPD)

ORGANIZATION: HQ AFPC/DP2LWC

SUPV LEVEL CODE: 8

TARGET GRADE: 11

DRUG TEST: No

SENSITIVITY: Nonsensitive

EMERGENCY ESS: N/A

KEY POSITION: N/A

CPD NUMBER: 9PR20484

COMP LEVEL CODE: 303A

FLSA: Exempt

CAREER FIELD ID: U

CENTRALLY MANAGED TYPE: N/A

BUS: 8888

POSITION HIST: Replaces 9P40X57

CLASSIFICATION: Human Resource Specialist (Human Resource Development) GS-0201-11

DUTY TITLE: Employee Development Specialist

Audit	T
Civil Engineer	D
Cyberspace & Information Technology	E
Contracting	Q
Financial Mgt	C
Force Support	U
History	7
Intel	G
International Affairs	4
Legal	J
Logistics	N
Medical	6
Operations	S
Program Mgt	R
Public Affairs	B
Safety	L
Scientist & Engineer	K
Security	8
Special Investigations (OSI)	9
Weather	W

PRD No: 6

VI. OTHER SIGNIFICANT FACTS APPLYING TO THIS POSITION:

☒ Career Field ID: N - Logistics

Centrally Managed Type N/A

(Coordinate with Career Program Manager for C

☒ Testing Designated Position Statement:

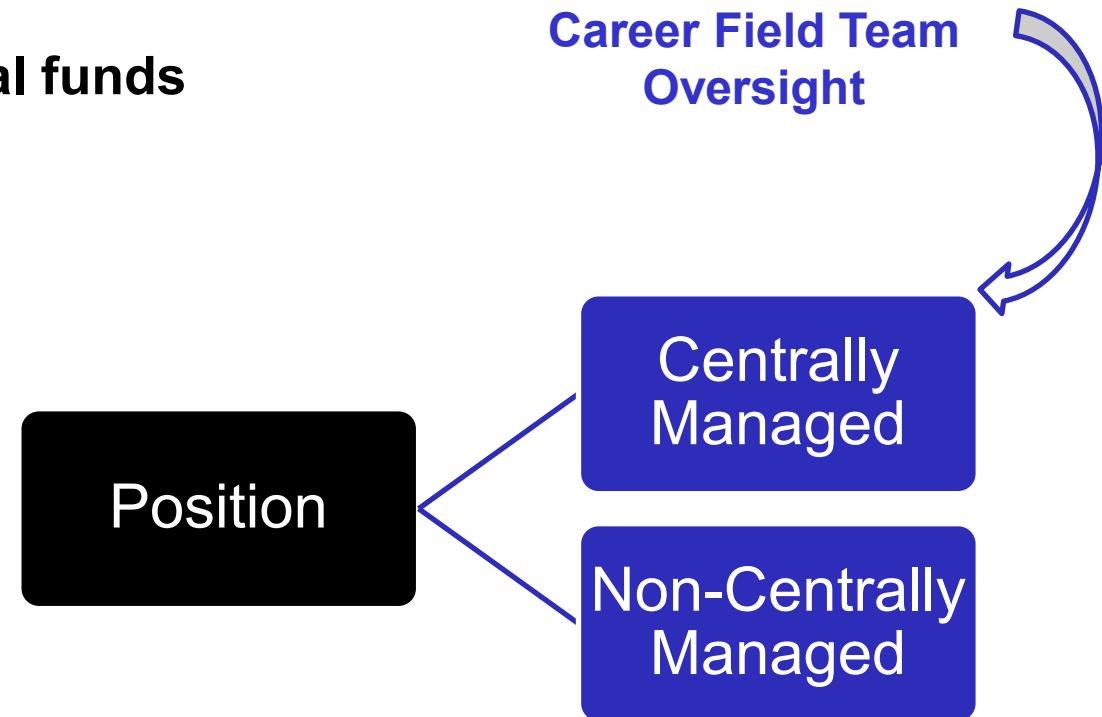


What Does It Mean To Be Centrally Managed (CM)?

Are you in a Centrally Managed (CM) position?

CM positions are used for deliberate management of critical talent and expertise to meet DAF strategic objectives through assignments to build current and future skills and competencies, as defined by the career field.

- **Earmark specific functional training / educational funds**
- **Permanent Change of Station funding**
 - **Requires 48-month dwell time**
- **Central Vectoring oversight of Individual Development Plans**



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YOUR Roadmap



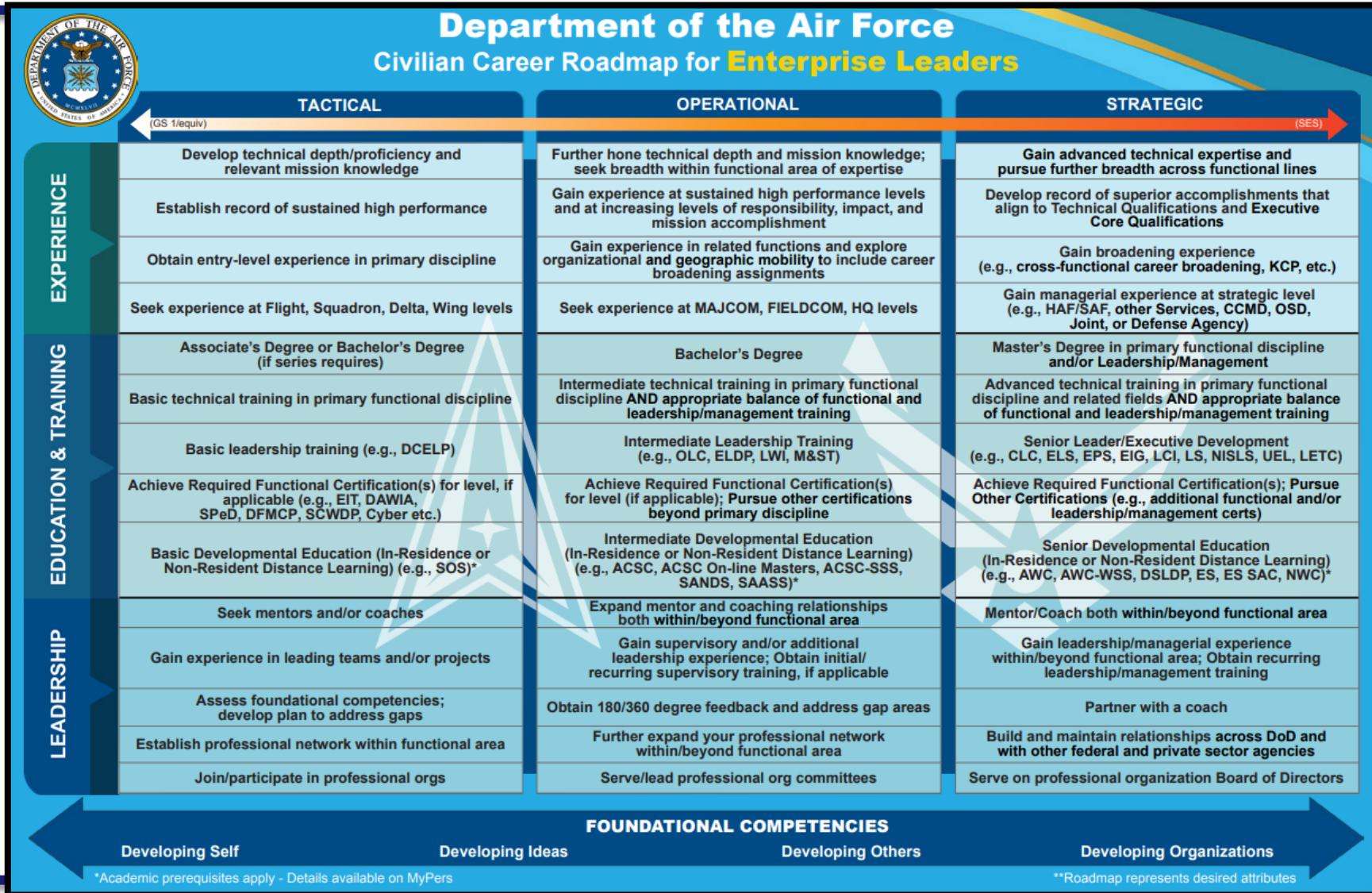
ROADMAP TO



YOUR FUTURE

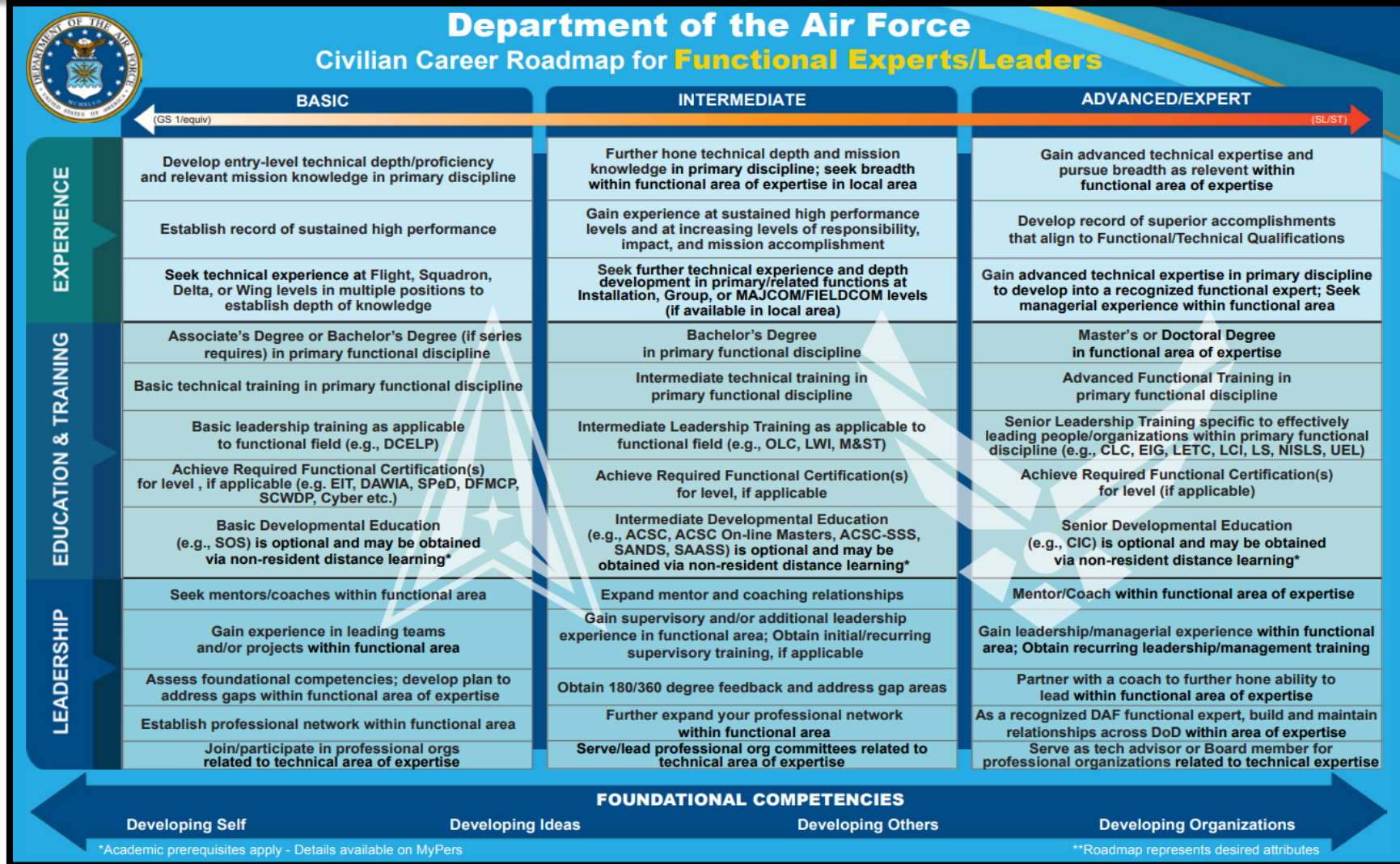


Enterprise Leaders



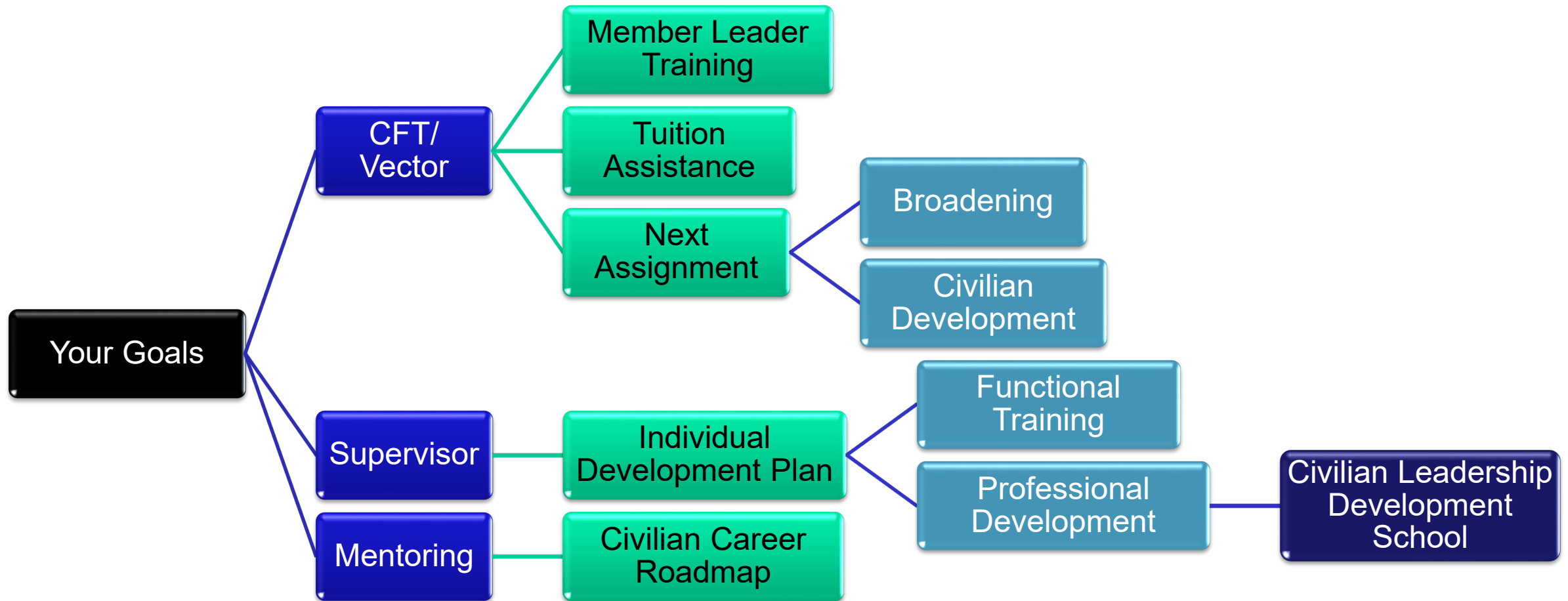


Functional Experts / Leaders





How to Determine Your Career Path





Individual Development Plan

- Create your IDP
- Provide your goals, desired positions, training and other important information
- Send IDP to your supervisor for discussion and approval

The screenshot illustrates the steps to create an Individual Development Plan (IDP) on the MyVECTOR portal. The process begins with logging in using a CAC (Common Access Card). After logging in, the user navigates to the 'Development Plan' section in the sidebar. A modal window titled 'Create Development Plan' appears, prompting the user to select from two options: 'Pre-Populate Plan' (which copies all areas of the current plan to the new draft) and 'Blank Plan' (which starts with no information copied over). The 'Pre-Populate Plan' option is selected, and the user is then directed to the 'Submit Plan' button in the sidebar.

Development Plan

- Profile Information
- Developmental Goals
- Desired Assignments
- Desired Education and Training
- Career Field Questions
- Family Information
- Submit Plan



Career Vectoring

- Annual Vector Call by Career Field Teams via MyVector
- Functional Leadership reviews your resume and career goals
- You will receive recommendations on
 - Future positions/locations
 - Training/Education
 - May be offered central opportunities
 - Other career considerations
 - Civilian Career Roadmap
- **No commitment required!**

The screenshot displays the MyVECTOR website. At the top, the navigation bar includes 'HOME', 'RESOURCES', 'HELP', and 'LOG IN' (circled in green). The main header features the U.S. Air Force and U.S. Space Force logos. Below this, a 'TOTAL FORCE' section includes the text 'Active. Guard. Reserve. Civilian.' and a 'Login With CAC' button (circled in green). The 'My Boards' section is visible, with tabs for 'Current Boards', 'Historical Boards', 'AFERB Applications', and 'Reserve DE'. Under 'Current Boards', there is a section for 'Current Development Team Boards' where a 'Vector Board will appear here' (circled in green). A sidebar on the right lists various user options: Profile, Mentoring Connections, Development Plan, Experience, Bullet Tracker, Discussions, People, My Documents, My Boards (circled in green), Financial Readiness, Academic Eligibility, DAF Competencies, Developmental Special Experiences Catalog, My Applications, and Family Screening. Green arrows point from the 'Login With CAC' button to the 'My Documents' and 'My Boards' options in the sidebar, and from the 'Vector Board will appear here' text to the 'My Boards' option.



Definitions: Advocate, Mentor, & Coach





Mentoring

- Find a Mentor!
 - Local to Organization
 - Ask for recommendations
 - Search on Mentoring Connections Tool
- Mentoring Connections
 - Complete your profile
 - Search for mentors
 - Start a mentoring plan

The screenshot displays the MyVECTOR website interface. At the top, there are navigation links: HOME, RESOURCES, HELP, and LOGIN. Below this, there are two main sections: "U.S. AIR FORCE" featuring a fighter jet and "U.S. SPACE FORCE" featuring a satellite view of Earth. A "Login With CAC" button is visible in the bottom right of this section. Below these sections, there is a "TOTAL FORCE" section with the text "Active. Guard. Reserve. Civilian." and a "My Mentors" section with the text "Access your mentor connections and profile" and a "1" in a circle. At the bottom, there are two buttons: "Create New Connection" and "My Mentoring Profile". On the right side, there is a sidebar menu with the following items: Profile, Mentoring Connections (circled in yellow), Development Plan, Experience, Budget Tracker, Discussions, My People, My Documents, My Boards, Financial Readiness, AFIT Academic Eligibility, DAF Competencies, Developmental Special Experiences Catalog, My Applications, and Family Screening. Arrows indicate the flow from the "Mentoring Connections" menu item to the "My Mentors" section and then to the "Create New Connection" button.



Coaching

■ Finding a Coach

- Better Up (MAJCOMs determine targeted ranks)
 - Global provider of coaching solutions funded by MAJCOM
 - “Coach in a pocket;” anywhere online access
- DAF Cadre (MAJCOMs determine targeted ranks)
 - DAF credentialed coach
- Flatter Exec (GS15-SES)
- Treasury Executive Institute (GS14-SES)
- Employee Assistance Program (GS01-SES)

■ Becoming a Coach

- International Coaching Federation (ICF)
 - Flatter CCFC
 - Federal Internal Coach Training Program (ICTP)

■ Develop Coaching Skills

- CLDS

**CLDS and USAF Percipio
also offer courses to
build coaching skills!**



For additional information on coaching:
<https://www.af.mil/About-Us/Coaching/>



Pulse Check: Central Civilian Development Program

<https://app.meet.ps/attendee/luy8kl6m>





Centralized CD Opportunities: How does CD support DAF?

Mission

- Develop Department of the Air Force (DAF) civilians for increased responsibility and leadership roles through training, education, and experiential opportunities
- Focus is on leadership development

Strategy

- DTs / Selection Board select applicants who demonstrate the most readiness and the highest potential for success in program
- Right Person – Right Training – Right Time

Return on Investment

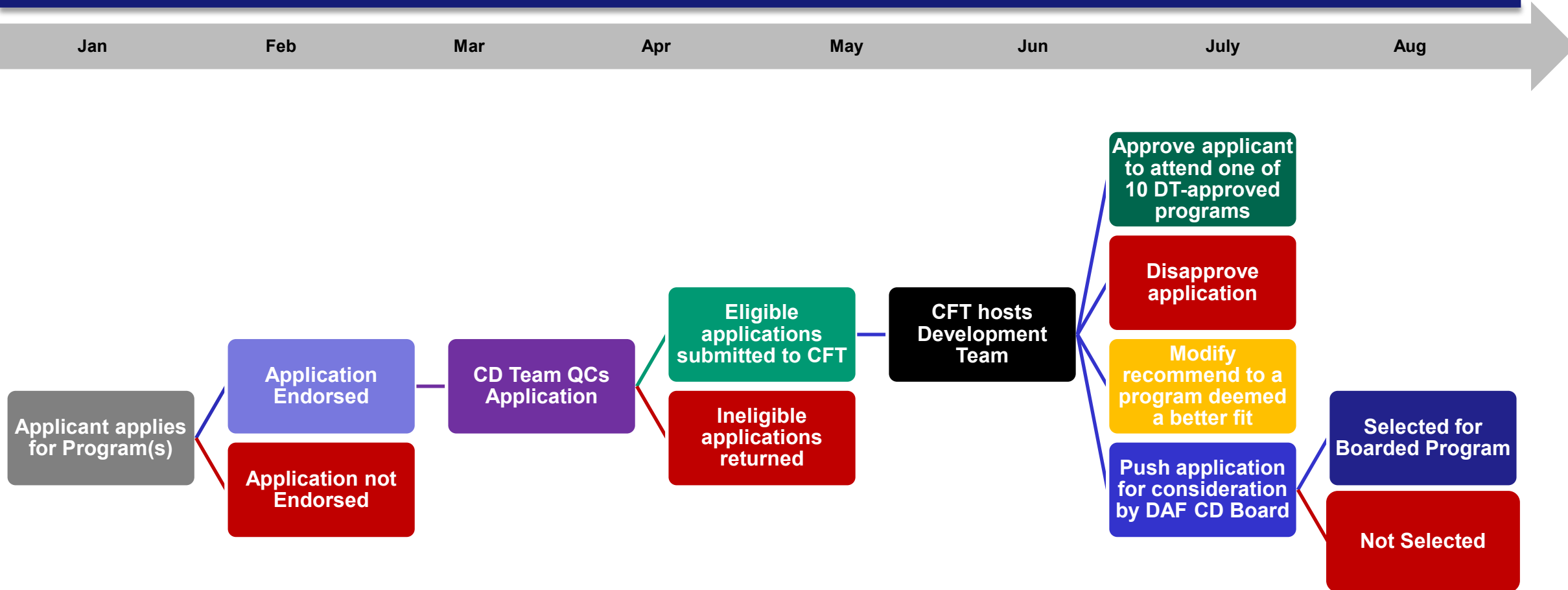
- Enhanced leadership cadre applies skills in original workplace or new outplacement environment; supported by Continued Service Agreement (CSA) when appropriate
- Participants: Build leadership competencies through focus on developing self, others, ideas, and organizations

Additional Program Details

- Portfolio includes ~41 programs
- Opportunities exist for civilians GS-07 through GS-15 (and equiv); opportunities available for FWS and NAF, too
- Program duration ranges from three days to three years; long programs may require TDY, PCS, and / or CSA



Selection Timeline



This reflects a typical timeline; look for AY26 information in Fall 2024



CD Portfolio by Category

Professional Military Education (PME)				Academic		Eligible Grades	Pri	Alt	Leadership Seminars / Short Courses		Eligible Grades	Pri	Alt		
Basic Developmental Education (BDE)		Eligible Grades	Pri	Alt	Air Force Institute of Technology (AFIT)		GS 12-15	8	3	Civilian Leader Course (CLC)		GS 14-15	120	30	
Squadron Officer School (SOS)		GS 9-12	100	20	Bachelor's Degree		GS 7-15 (GS & FWS)			Defense Civilian Emerging Leader Program (DCELP)		GS 7-12	59	8	
Intermediate Developmental Education (IDE)		Eligible Grades	Pri	Alt	Master's Degree		GS 12-15 (GS & FWS)			Enterprise Leadership Seminar (ELS)		GS 15	44	36	
Air Command & Staff College (ACSC)		GS 12-13	14	7	Strategic Thinkers Program (STP)		GS 13-15	2	1	Enterprise Perspective Seminar (EPS)					
ACSC + School of Advanced Air and Space Studies (ACSC+SAASS)		GS-13			Fellowships		Eligible Grades	Pri	Alt	Leading Strategically (LS)					
Air Command & Staff College On-Line Master’s Program (ACSC-OLMP)		GS 12-14	210	10	Air Force National Laboratories Technical Fellowship Program (AF-NLTFP)		GS 12-15	2	2	National and International Security Leadership Seminar (NISLS)					
Intermediate Level Education -Schriever Space Scholars (ILE-SSS)		GS 12-13	2	1	DAF Legislative Fellows Program (LEGIS)		GS 12-14	4	4	Developing Supervisor Course (DSC)		GS 11 (GS & FWS)	400	100	
School of Advanced Nuclear Deterrence Studies (SANDS)		GS 12-13	1	1	RAND Research Fellowship Program (RAND)		GS 14-15	1	1	Leading Change and Innovation (LCI)		GS 15	39	20	
Senior Developmental Education (SDE)		Eligible Grades	Pri	Alt	Experiential Assignment / Program			Eligible Grades	Pri	Alt	Leading Department of the Air Force (DAF) Organizations (LDO)		GS 14-15	210	30
Air War College (AWC)		GS 14-15	11	6	Civilian Short-Term Experiential Program (CSTEP)		GS 11-14	10	2	The Supervisor as Leader (TSL)		GS 12-13	180	30	
College of Information and Cyberspace Program (CIC)		GS 14-15	2	1	Civilian Strategic Leader Program (CSLP)		GS 13-15	N/A	N/A	Upgrading Your Executive Leadership Approach (UEL)		GS 15	39	20	
Defense Senior Leader Development Program (DSLDP)		GS 14-15	9	3	Director’s Development Program in Leadership (DDPL)		GS14-15	1	1						
The Dwight D. Eisenhower School for National Security & Resource Strategy (ES)		GS 14-15	2	3	Education With Industry (EWI)		GS 11-13	20	10						
The Dwight D. Eisenhower School for National Security & Resource Strategy-Sr Aq Course (ES-SAC)		GS 14-15	7	7	Excellence in Government (EIG)		GS 14-15	15	5						
					Executive Leadership Development Program (ELDP)		GS 12-13	10	5						
National War College (NWC)		GS14-15	1	1	President's Management Council - Interagency Rotation Program (PMC-IRP)		GS- 13	6	6						
Senior Level Education - West Space Scholars (SLE-WSS)		GS 14-15	1	2	White House Leadership Development Program (WHLDP)		GS 15	1	1						

Enterprise Programs

Functional Plus Programs

Note: All eligible grades include equivalents

Enterprise Programs
 Functional Plus Programs

Note: All eligible grades include equivalents

The Air Force's Personnel Center

Application & Selection Process





MyVector Registration



HOME MENTORING RESOURCES HELP LOGON

MyVECTOR

HOME RESOURCES HELP LOG IN



U.S. AIR FORCE



UNITED STATES
SPACE FORCE

TOTAL FORCE

Active. Guard. Reserve. Civilian.

Login With CAC

Connect With A Mentor

Unlock the power of Mentoring Connections. Link with a mentor who perfectly aligns with your aspirations and needs. Establish direct

Shape Your Future

Discover and analyze historical development team vectors to gain invaluable insights for your development. Take charge of your

Advance Your Career

Propel yourself towards the next milestone in your career journey. Discover the invaluable insights your Career Field Management team

Civilians – must sign up in MyVECTOR to apply for program(s) and build resume

Supervisors, Managers, Senior Leaders – must register in MyVECTOR to endorse civilian nomination packages

**Employee Submission Window
Jan – Feb**

**Supervisor / Endorser Window
Jan – Mar**

Register at
<https://myvector.us.af.mil/myvector>



Applicant Responsibilities

- Review myFSS “Civilian: Force Development Homepage” for list of programs, eligibility, How We Select, and more
 - Register in MyVector
 - Start updating now
 - Development plan; career goals
 - Experience
 - Duty History – Up to 10 years experience; focus on accomplishments and impact; highlight scope of supervisory / “in charge” jobs
 - Education – add completed or current status of PME
 - Training – remove ancillary training; focus on what sets you apart from others (e.g., certifications)
 - Awards and Decorations – identify the level of the award
 - Apply during the open window, starting mid-January; honor internal suspenses
-



Applicant Responsibilities (Cont'd)

- **Discuss career goals with your supervisor to determine the best program(s) and timing**
 - **Be prepared; know your goals and which programs will help you attain those goals**
 - **Inform supervisor of interest and seek their support**
 - **Articulate how career goals align to desired CD program(s)**
- **Ensure your supervisor is aware of resources**
 - **Point supervisor to myFSS for information on CD programs**
 - **Ensure supervisor is registered in MyVector**
- **Request regular feedback and mentoring**

Own your career. Get ready now so you'll be ready then!



MyVECTOR

Profile

Mentoring Connections

Development Plan

Experience

Bullet Tracker

Discussions

My Documents

My Boards

Financial Readiness

Air Force Competencies

Developmental Special Experiences Catalog

My Experience

Summary

Duty History

Education

Training

Awards and Decorations

Export My Experience

View My Resume

WORK EXPERIENCE		
Civilian		
INTELLIGENCE CAREER PROGRAM ADMINISTRATOR Supervisor: Not Provided, phone: Not Provided, email: Not Provided GG-0301-13 - CDV - RANDOLPH AFB, BEXAR, TX		24 Apr 2022 - Present
INTELLIGENCE CAREER PROGRAM ADMINISTRATOR Supervisor: Not Provided, phone: Not Provided, email: Not Provided GG-0301-13 - INTELLIGENCE - RANDOLPH AFB, BEXAR, TX		05 Dec 2021 - 23 Apr 2022
MISCELLANEOUS ADMINISTRATION & PROGRAM (0301) Supervisor: Not Provided, phone: Not Provided, email: Not Provided GG-0301-13 - INTELLIGENCE - RANDOLPH AFB, BEXAR, TX		05 Dec 2021 - 23 Apr 2022
GENERAL BUSINESS AND INDUSTRY (1101) Supervisor: Not Provided, phone: Not Provided, email: Not Provided GG-1101-12 - INTELLIGENCE - LACKLAND AFB, BEXAR, TX		11 Oct 2020 - 04 Dec 2021
GENERAL BUSINESS AND INDUSTRY (1101) Supervisor: Not Provided, phone: Not Provided, email: Not Provided GG-1101-12 - INTELLIGENCE - LACKLAND AFB, BEXAR, TX		11 Oct 2020 - 04 Dec 2021
MISCELLANEOUS ADMINISTRATION & PROGRAM (0301) Supervisor: Not Provided, phone: Not Provided, email: Not Provided CS-0301-12 - COMD & STF - RANDOLPH AFB, BEXAR, TX		21 Jul 2019 - 10 Oct 2020
MISCELLANEOUS ADMINISTRATION & PROGRAM (0301) Supervisor: Not Provided, phone: Not Provided, email: Not Provided CS-0301-12 - COMD & STF - RANDOLPH AFB, BEXAR, TX		21 Jul 2019 - 10 Oct 2020
HUMAN RESOURCES MANAGEMENT (0201) Supervisor: Not Provided, phone: Not Provided, email: Not Provided CS-0201-11 - CIV PERS - RANDOLPH AFB, BEXAR, TX		24 Jun 2018 - 20 Jul 2019
HUMAN RESOURCES MANAGEMENT (0201) Supervisor: Not Provided, phone: Not Provided, email: Not Provided CS-0201-09 - CIV PERS - RANDOLPH AFB, BEXAR, TX		25 Jun 2017 - 23 Jun 2018
HUMAN RESOURCES MANAGEMENT (0201) Supervisor: Not Provided, phone: Not Provided, email: Not Provided CS-0201-07 - CIV PERS - RANDOLPH AFB, BEXAR, TX		26 Jun 2016 - 24 Jun 2017

If your resume prints like this- you will need to manually update your record



Resume “Do’s” and “Don’ts”

“DO’s”

- ✓ List out (in detail) your contributions and accomplishments using CCAR (Challenge, Context, Action, and Results) Model
- ✓ Diversify usage of strong power verbs (avoid “assisted” and/or “helped”)
- ✓ Note anticipated completion dates (e.g. PME, degree, etc.)
- ✓ Proofread and review SCOPE (Spelling, Capitalization, Orders of Words, Punctuation, and Express Complete Thoughts)
- ✓ Have someone review your resume
- ✓ Highlight JDR’s, exercises, deployments, and military history if applicable
- ✓ Check the length of your resume
- ✓ Hide the generic training course titles; self-report actual courses taken

“DON’TS”

- ✗ Copy and paste your position description (i.e. job duties) or performance objectives
- ✗ Cut content to stay within character count (instead, focus on capturing the most impactful items first)
- ✗ Use acronyms (spell out all words)
- ✗ Write in third person (instead, write in first person and use the pronoun “I” intelligently)
- ✗ Be cryptic or overly generic (be specific!!)
- ✗ Miss out on capturing demonstrated leadership
- ✗ Assume that MyVector will auto fill your job description sections



MyBiz+ Updates

- To access MyBiz+, navigate to the DCPDS Portal @ <https://compo.dcpds.cpms.osd.mil/>

Home / Professional Development

Education Training Certifications/Licenses

Add

By updating this information, you are self-certifying the data you enter is valid. Human Resources (HR) may request you provide documentation for verification purposes. Items that you cannot select can only be updated by HR.

You will not be able to remove or update education information of Terminal occupational program - cert of comp/diploma/equiv, Associate Degree, Bachelor's degree and records with an education level greater than a Bachelor's degree from your education record. Once this education information is submitted, contact your servicing Human Resources office to update this information.

Update Source	Education Level	Instructional Program	Graduation Year	Action
Self Certified	Bachelor's degree	Pharmaceutical Marketing and Management (512011)	2011	
High school graduate or certificate of equivalency				
Bachelor's degree - 2011				
Academic Institution Name: American Commercial College of Texas, Odessa TX				
Credit Type: Semester Hours				
Credit Hours: 0004				
Type of School: College or University				
College-Major-Minor: Major Field of Study				



MyBiz+ Updates

The *Add* page below provides step- by- step tabs required for a successful entry.

Home / Professional Development / Add Education Wizard

1. Education Level 2. Instructional Program 3. Academic Institution 4. Degree Information 5. Review and Confirm

* = Required

* Education Level: Search

Select	Meaning
Education Level	
No records found.	

Cancel Next

myFSS KA# 1304, Education / Training / Certification / License

<https://myfss.us.af.mil/USAFCommunity/s/knowledge-detail?pid=kA0t0000000PfkdcAC>



Selection Board

- **AFPC hosts the DAF Selection Board in August**
 - **Comprised of one Board President and 14 SES and General Officers from diverse backgrounds who serve on one of two panels**
 - **Seven members score and select Enterprise program applications**
 - **Seven members score and select Functional Plus program applications**
 - **Board members discuss each application and take any of the following actions**
 - **Approve applicant to participate in one of 29 Boarded programs**
 - **Disapprove application**
 - **Modify recommend to a program they did not apply for, but would be a better fit**
 - **Push application forward for final consideration or concurrence by mission partners (DCPAS, DoD, etc.)**
 - **Board utilizes two “cut” lines: (1) competitiveness of application and (2) ranking for programs with limited quotas**



How We Select: Enterprise Programs

Criteria	BDE	IDE		SDE	Academic / Fellowship	Experiential / Leadership Seminars	
	DT-Approved (SOS)	DT-Approved (ACSC-OLMP)	Boarded (ACSC, ACSC+SAASS, ILE-SSS, SANDS)	Boarded (AWC, CIC, DSLDP, ES, ES-SAC, NWC, SLE-WSS)	Boarded (LEGIS, STP)	DT-Approved (ECQ)	Boarded (CSLP, DDPL, EIG, ELDP, LDS, WHLDP)
High Performance / Awards / Other Recognition	H	H	H	H	H	H	H
Breadth / Depth in Functional Area (includes <i>geographic mobility</i> and appropriate certifications) <i>AND / OR</i> <i>Cross-Functional Broadening</i>	V	V	H	H	H	H	H
Joint Experience or Education	N/A	N/A	N/A	N/A	N/A	N/A	N/A H (for WHLDP)
Grade-appropriate PME	N/A	V	V	R*	V (LEGIS) V (STP)	N/A	H (CSLP, DDPL, ELDP, PMC-IRP) R* (EIG, WHLDP) N/A (LDS)
Grade-appropriate academic achievement	R	R	R	R	R	H	R H (LDS)
"In-Charge" jobs; leadership experience	N/A	V	V	H	H	H	H R (CSLP installation-level assignments)
Strong endorsement (strat, leadership potential, follow-on)	H	H	H	H	H	H	H
DT vector	N/A	N/A	H	H	H	N/A	H
DT ranking / stratification	H	H	H	H	H	H	H
Follow-on assignment recommendation	N/A	N/A	R	R	R	N/A	N/A (DDPL, EIG, ELDP, LDS) R (CSLP, WHLDP)

V: Valued H: Highly Valued R: Required *May be waived



How We Select: Functional Plus Programs

Criteria	Academic / Fellowship	Experiential		Leadership Seminars / Short Courses	
	Boarded (AFIT, AF-NLTFP, Bachelor's, Master's, RAND)	DT-Approved (EWI)	Boarded (CSTEP)	DT-Approved (CLC, DCELP, DSC, LCI, LDO, SLC, TQ, UEL)	Boarded (ELS, EPS, LS, NISLS)
High Performance / Awards / Other Recognition	H	H	H	H	H
Breadth / Depth in Functional Area (includes appropriate certifications)	N/A (Bachelor's) H	H	H	V H (GS 14-15)	H
Joint Experience or Education	N/A	N/A	N/A	N/A	N/A
Grade-appropriate PME	N/A	N/A	N/A	N/A	N/A
Grade-appropriate academic achievement	N/A (Bachelor's) R	R	H	H	H
"In-Charge" jobs; leadership experience	N/A (GS 07-11) V (GS 12-13) H (GS 14-15)	N/A	H	V H (GS 14-15)	H
Strong endorsement (strat, leadership potential, follow-on)	H	H	H	H	H
DT vector	H	N/A	H	N/A	H
DT ranking / stratification	H	H	H	H	H
Follow-on assignment recommendation	R	N/A	N/A	N/A	N/A

V: Valued H: Highly Valued R: Required *May be waived



Upcoming CD Webinar Dates

Webcast & Target Audience	Date / Time (CST)
AY26 Civilian Development (CD) Nomination Call "Kick-off"	7 Nov 24 0930-1030 CST
Resume Talk - "What You Need to Know"	12 Nov 24 0830-0930 CST
AY25 CD Nomination Call General Webcast	19 Nov 24 0830-1000 CST
AY26 CD Nomination Call Federal Wage Service and Non-Appropriated Fund (FWS/NAF) Employees	5 Dec 24 1030-1200 CST
AY26 CD Nomination Call for Supervisors	10 Dec 24 0800-0930 CST
AY26 CD Nomination Call for Endorsers	11 Dec 24 0830-1000 CST
AY26 CD Nomination Call DAF GS11s & Below equivalents	17 Dec 24 0930-1100 CST
AY26 CD Nomination Call GS12/13s & equivalents	18 Dec 24 0930-1100 CST
AY26 CD Nomination Call DAF GS14/15s & equivalents	19 Dec 24 0800-0930 CST
Specialized: AY26 CD Nomination Call "The Opportunity Awaits Your Action"	5 Feb 25 0900-1000 CST
Specialized: AY26 CD Nomination Call "How Can We Help"	26 Feb 25 1300-1400 CST



Programs Open to Wage Grade Employees

- **Bachelor's Degree Program**
 - **Master's Degree Program**
 - **Developing Supervisor Course (DSC)**
-
- **These are just the programs open in the central development call, please be familiar with all other centralized opportunities (more to come)**





Programs Open to NAF Employees

- **National & International Security Leadership Seminar (NISLS)**
- **Upgrading Your Executive Leadership Approach (UEL)**
- **Civilian Leadership Course (CLC)**
- **Developing Supervisor Course (DSC)**
- **Enterprise Leadership Seminar (ELS)**
- **Enterprise Perspective Seminar (EPS)**
- **Leading Change and Innovation (LCI)**
- **Leading DAF Organizations (LDO)**
- **Leading Strategically (LS)**
- **The Supervisor as Leader (TSL)**



The Air Force's Personnel Center

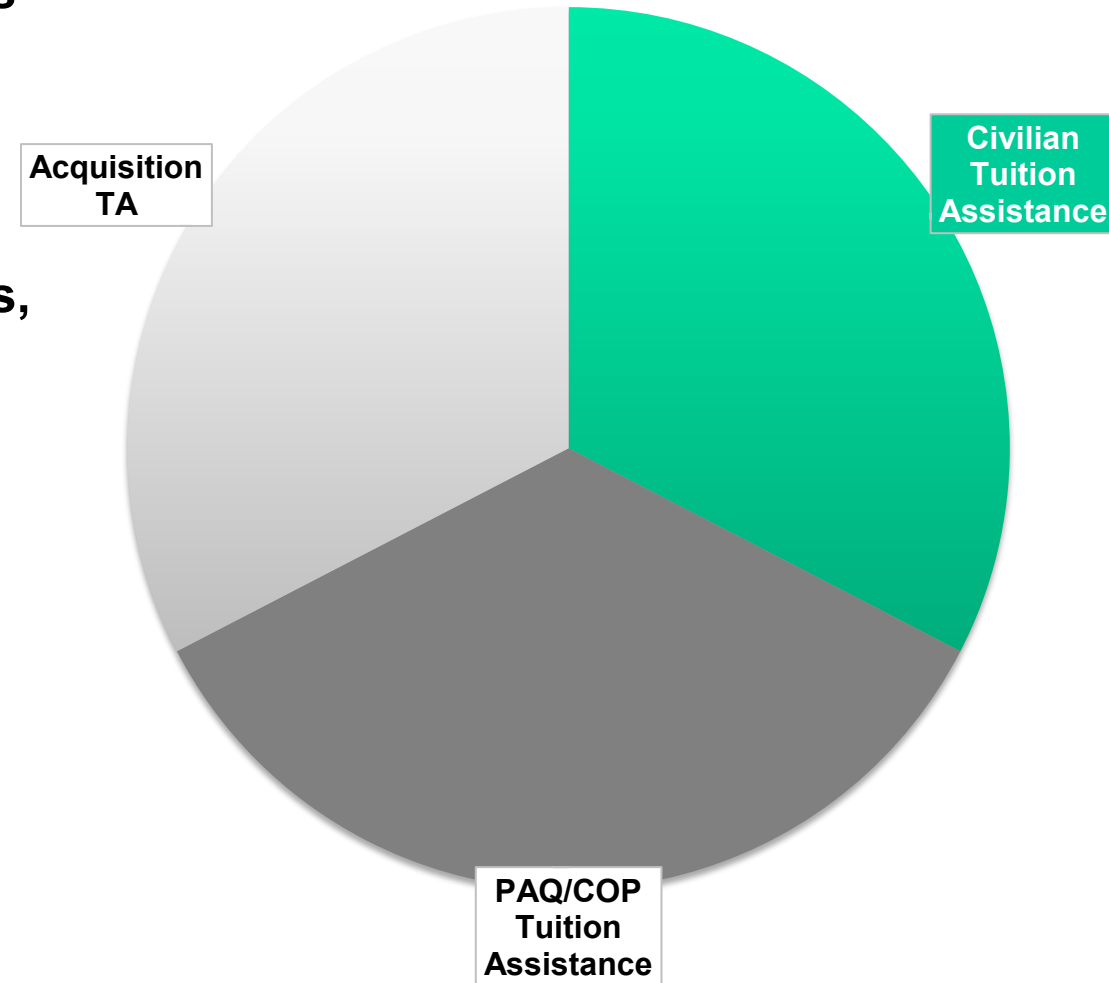
Career Opportunities: Training & Development





Civilian Tuition Assistance

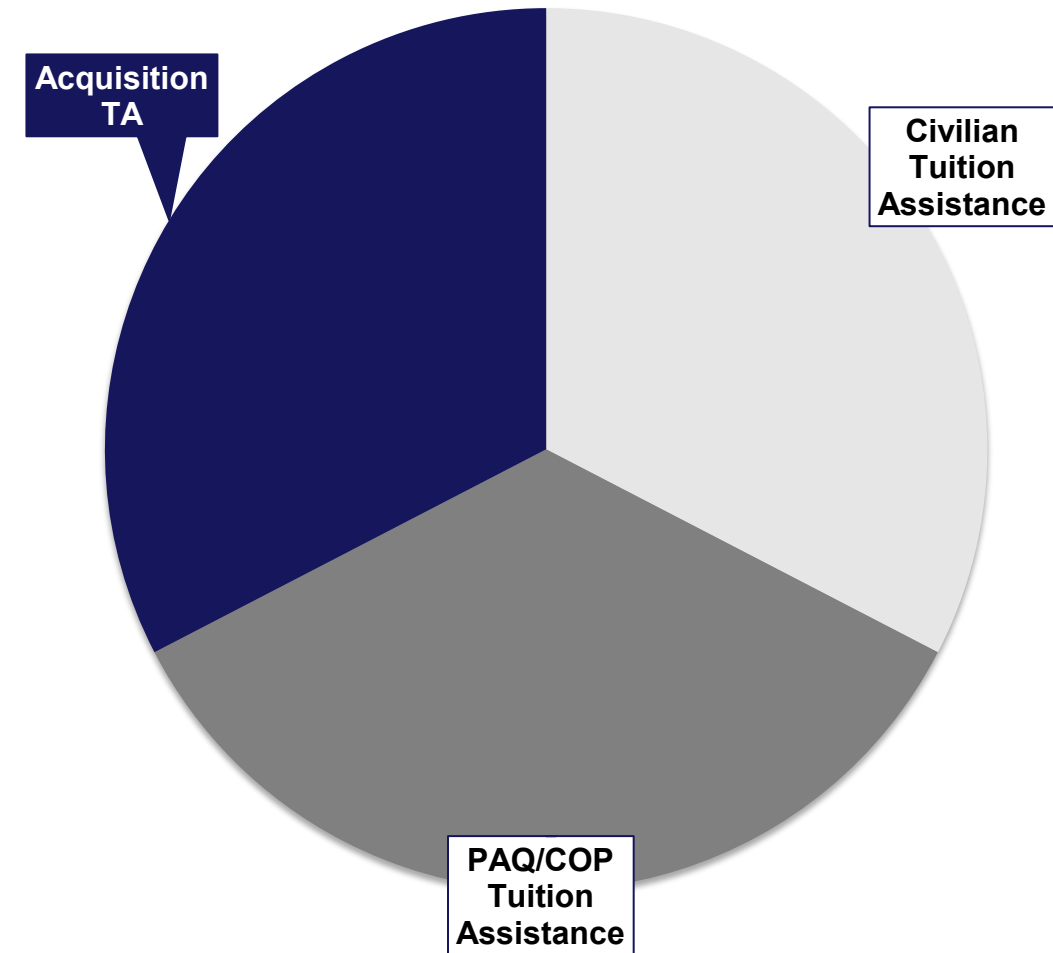
- Full-time career or career-conditional DAF civilians
 - Appropriated fund
 - Non-appropriated fund employees
- Includes coursework completed at accredited institutions and leads to degrees at the associate's, bachelor's, master's (includes Juris Doctorate), or doctoral levels
- Degree must be at a level higher than the degree currently held
- TA rates differ by funding program and availability
- Link-
 - [Knowledge Detail \(af.mil\)](https://www.af.mil/Portals/15/documents/10a-11.6-Civilian%20Tuition%20Assistance%20Policy%20Statement.pdf)





Acquisition Tuition Assistance

- For civilians assigned to acquisition coded and permanent positions (Pathway Interns not eligible)
- Must have 3 years DoD civilian acquisition experience (not required for PAQs/Copper Caps)
 - TA may be used for 1st graduate degree/1st undergraduate—no PhD level programs
 - \$8,000 per FY cap—75% tuition & qualified fees
- For additional policy/guidance, log-in to AFVEC (see note 1) and click on “Virtual TA Benefits Training
- [Link](#)
 - [DAF ACQUISITION CAREER MANAGEMENT \(Career\) - Tuition Assistance \(TA\) for Members of the Acquisition Workforce](#)





What is Digital University?

Digital University, a joint venture started between the US **Air Force** and **Space Force** and available to members of the DoD, provides anytime access to Silicon Valley accredited technology training & fosters a community of learners for tomorrow's warfighter.

- **Access to Industry Leading Training**
 - Access to courses from a variety of educational vendors
- **Expertly Crafted Curriculumms**
 - Courses and training materials from military, industry and academia
- **Rewards & Opportunities**
 - Certifications
 - Internship Opportunities

<https://digitalu.af.mil/>



Pulse Check: Civilian Leadership Development School

<https://app.meet.ps/attendee/luy8kl6m>



Have you ever taken any of CLDS's voluntary or mandatory virtual, in-person, or hybrid courses?

Yes 0%

No 0%

What is CLDS? Tell me more 0%



Civilian Leadership Development School

- **Provide both mandatory and voluntary training and education**
- **Offered at various levels of foundational development, including, basic, intermediate and advanced**
- **Can be used to support employee's Individual Development Plan (IDP)**
- **For civilians in various DAF pay systems (including GS, WG, and NAF)**
- **Virtual, In-person, hybrid courses**

**CIVILIAN LEADERSHIP
DEVELOPMENT SCHOOL**

Expanding Horizons





Course Offerings

New Employees

Courses designed to prepare newly hired civilian personnel to be more effective in their roles as civilian employees...

- *New Employee Orientation*

Development

Courses are designed to provide fundamental and foundational skills for all civilian personnel being considered or developed for present or future leadership...

- *Intro to Coaching*
- *Emerging Leader Course*
- *Developing Team Leader Course*
- *PMCSL Performance Management Coaching for Supervisors/ Leaders*
- *Developing Supervisor Course (new)*
- *The Supervisor as a Leader (new)*
- *Leading DAF Organizations (new)*
- *PMCO*
- *Associate Degree Program*

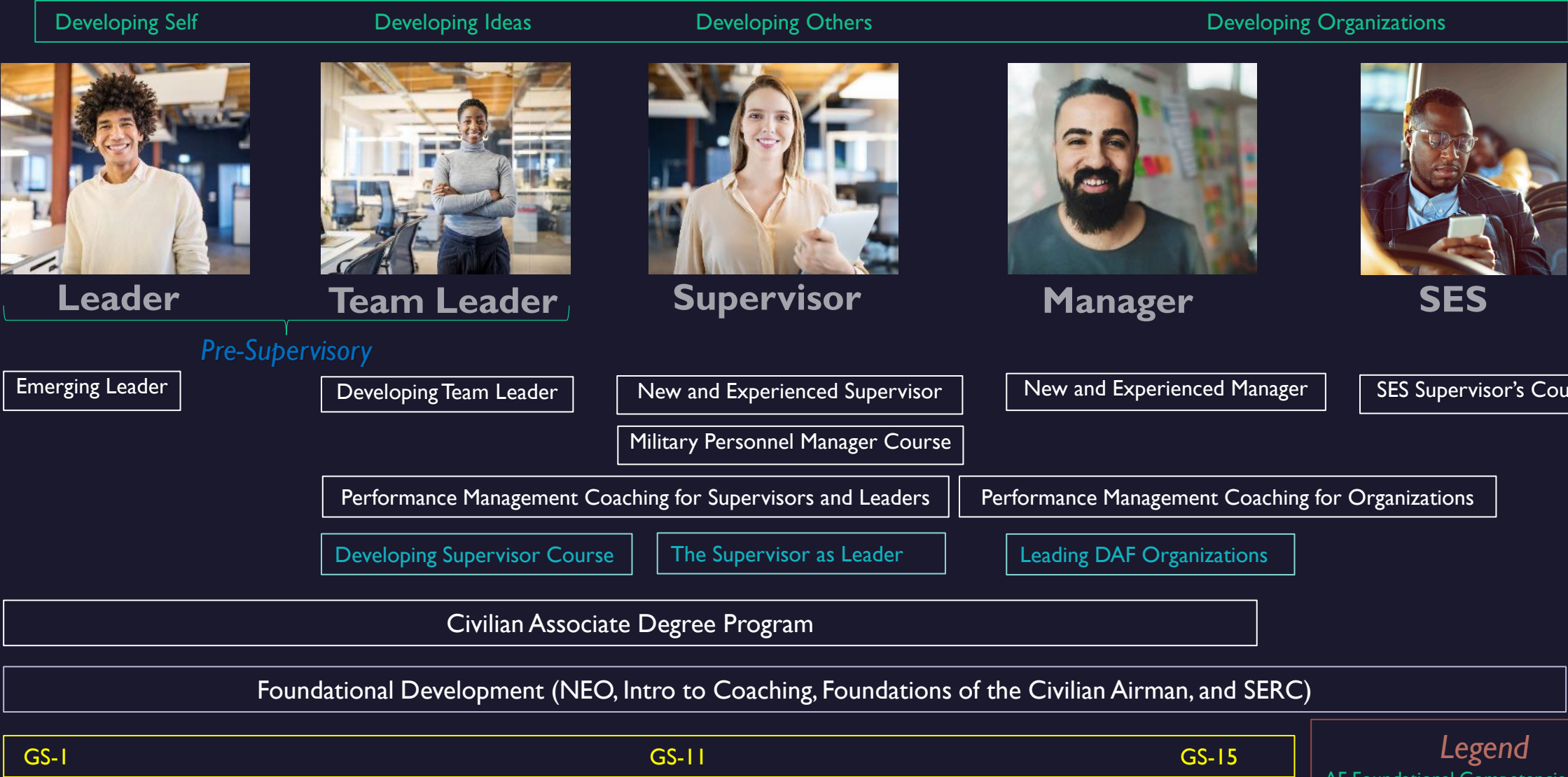
Mandatory

Courses provides civilian supervisory, managerial and leadership development to comply with the 5 U.S.C. 9902 and 5 CFR 412.201 as well as DoD, OPM Manager and Supervisory framework requirements...

- *New Supervisor Course/Experienced Supervisors Course*
- *New Manager Course/ Experienced Manager Course*
- *Military Personnel Management Course*
- *SES Supervisory Course (new)*

Continuing Education ...just because the course is over, does not mean learning has to be...

Manager & Supervisor Training Learning Path



Legend

- AF Foundational Competencies
- Current CLDS Programs & Courses
- CD Board Required for Selection
- Typical (equivalent) grade scale



CLDS Mentoring/Civilian Resources Site



<https://www.milsuite.mil/university/clds/>

2024: Year of Effective Communication

Mar – Apr	Communication Overview
May – Jun	<i>Communication in the Performance Management Process</i>
Jul – Aug	<i>Coaching in the Communication Process</i>
Sep – Oct	<i>Communication for Innovation</i>
Nov - Dec	<i>Communication Skills for Difficult Conversations</i>
Jan – Feb	<i>Communication during the Change Process</i>

Live events: workshops, panel discussions, book discussions

Self-paced events: [articles](#), [microlearnings](#)

Library: access previous articles & recordings; DAF-focused resources



Professional Military Education (PME): Distance Learning (DL)

- DAF provides a continuum of PME at Air University (AU) with basic, intermediate, and senior level courses such as Squadron Officer School (SOS), Air Command & Staff College (ACSC), and Air War College (AWC)
 - AFPC does not manage or register employees for DL PME
 - Civilians can register for DL PME via AU website
 - Eligibility
 - SOS: GS 09 – GS 12
 - ACSC: GS 11 – GS 13
 - AWC: GS 13 – GS 15
 - Two years federal service required
 - Bachelor's degree required



<https://www.airuniversity.af.edu/eSchool/>



CLDS Open Enrollment Opportunities: Civilian Associate's Degree Program (CADP)

■ Eligibility

- Department of Air Force (DAF) civilians at the time of attendance**
 - Permanent full-time Appropriated or NAF civilian in any grade**
 - High school diploma, GED or equivalent**
 - Acceptable rating on most recent performance appraisal**
 - May have some college credit, but can NOT have been awarded a post-secondary degree from a regionally accredited two or four-year college or university**
 - Must coordinate supervisor agreement to provide access to a computer for schoolwork and up to 3 hours per week of duty time for class attendance (contingent upon mission requirements)**
-
- Length: 2 years, 5 months**
 - Associate of Applied Science Degree in DAF Leadership and Management Studies**

<https://www.airuniversity.af.edu/Eaker-Center/CLDS/CADP/>





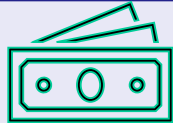



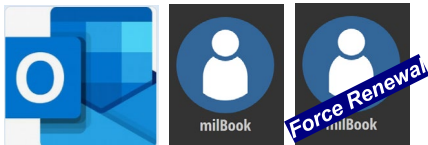
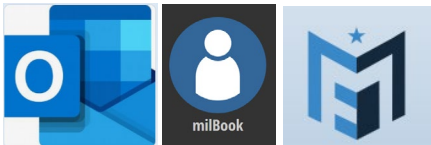










The Air Force's Personnel Center



Resources

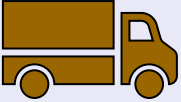









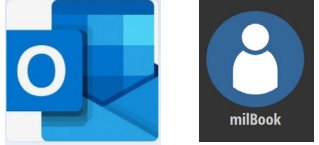









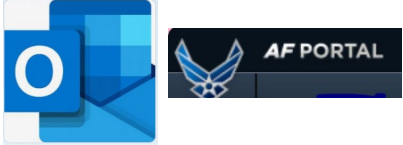


CFT Resources

				
Audit	Civil Engineer	Cyberspace & Information Technology	Contracting	Financial Management
				
				
Force Support	History & Museum	Intelligence	International Affairs	Legal
				



CFT Resources

				
Logistics	Medical	Operations	Office of Special Investigations	Program Management
	 			
				
Public Affairs	Safety	Security	Scientist & Engineering	Weather
				



Civilian Development (Specific) Resources

- myFSS (<https://myfss.us.af.mil/USAFCommunity/s/knowledge-detail?pid=kA0t000000wICUCAY>) or search “Civilian Force Development Home Page”
 - Program information (course overview, eligibility, course length, location, etc.)
 - Cheat sheets (endorsement levels, mobility agreement, CSAs, outplacements, etc.)
 - MyVector guides
- MyVector (<https://myvector.us.af.mil/myvector>)
 - Account registration
 - Program application
 - Resume (duty history, education, training, awards and decorations)
 - Career goals
- e-Publishing: DAFMAN 36-142, DAFI 36-2670
- CD team by email: afpc.civiliandevlopment.cde@us.af.mil
- CTAP- Current information is available in [myFSS article 9236](#)



CD Resources



**CIVILIAN TALENT
DEVELOPMENT**
EQUIPPING CIVILIANS FOR THE MISSION





Did You Know?

***There are 160,544 personnel serving our
Air & Space Forces.***

***But it takes each one of us to make a
difference.***

Your voice and your service matter.



Questions?





We Want To Hear From You!



- Please take a few moments to share your feedback on today's presentation!
 - Submit your email address for a copy of the slides to be sent
 - Access Career Field Team points of contact and all career resources shared today



