

AMEDD Civilian Corps Chief Message #29a dtd 20 Nov 12

Thanx to the many of you who helped to keep me straight! Yes, the suspense date for submission is 11 Jan 13 not “12”—see para 4 of yesterday’s msg.

Gregg
Chief, AMEDD Civilian Corps

AMEDD Civilian Corps Chief Message #29 dtd 19 Nov 12

Hello to all,

As indicated in message # 28, here is the information on the opportunity for one of our civilians to work at the Office of the Surgeon General (OTSG). The purpose of this message is to provide implementing instructions for civilians wishing to apply for the previously announced Commander MEDCOM's Commander's Initiative Group (CIG) civilian position. The original TSG announcement is available on the AMEDD Civilian Corps website (<https://ameddciviliancorps.amedd.army.mil>) under the “What’s New” link. You can find another copy of this message (# 29) on our website as usual.

1. Guidance for civilians desiring to apply for the CIG position is as follows. Please read it carefully and follow it closely as you prepare your application.

a. Current MEDCOM or OTSG civil service civilian employees are eligible.

b. Candidates from any career program or occupational series will be considered as long as they meet the criteria in paragraph 3 below.

c. Anyone may nominate candidates; candidates may self-nominate.

2. The CIG is a team of eight officers, 1 NCO, and 1 civilian selected by the Commanding General, US Army Medical Command from diverse AOCs, MOSs, occupations, backgrounds and experiences across Army Medicine. Members of the CIG will develop a unique skill set that will prepare them to hold key strategic positions both internal and external to Army Medicine. CIG follow on assignments for officers are coordinated by the Chief Talent Officer (CTO) at OTSG in conjunction with HRC. CIG duties include:

a. Serve as special assistants for the Commander MEDCOM to provide analysis, consultation, and recommendations for the Commander that directly support Army Medicine and Army-level initiatives.

b. Design and shape strategic initiatives in the areas of health and healthcare in order to guide and inform the Commander's intent for staff planning, preparation, execution, and assessment.

c. Insure the relevancy of Army Medicine plans in support of Army strategy. This includes analysis of global health and healthcare trends in technology, research, innovation; analysis of the global geopolitical, social and economic environments; and analysis of global military strategy as it pertains to health and healthcare delivery.

d. Act as the Commanding General's source for focused studies, projects, and products in areas of particular interest to the Commander. Correspondingly, the CIG supports and advises the Commander on key and emerging initiatives, issues, and priorities within the command.

e. Support the Commander in communicating strategic messages to senior U.S. and foreign defense officials, high-level U.S. policy makers, think tanks, academia, non-government organizations and relevant national security organizations, all while maintaining active partnerships with combatant commands, service component commands and international partners.

3. Civilian candidates must meet the following criteria:

a. Grade GS 12, 13, or 14 (or equivalent). Selection does not infer promotion or promotion potential. The CIG position will be at the selected employee's current grade level.

b. Permanent, full time employee with 3-15 years of federal service (at least 3 years with MEDCOM or OTSG).

c. Have Master's degree or higher in any discipline. (NOTE: This requirement is different from the CIG selection criteria for officers, which specifies an advanced degree in one of the following disciplines: allied health professions; biomedical sciences; dentistry; medicine; health services organization and administration; nursing; public health; or social and behavioral health.) (See Encl 1)

d. Must be able to complete a full 2 year assignment at Defense Health HQ in Virginia. A follow-on assignment is possible, but not guaranteed or required. Selected employee will have return rights to their current position or a similar position at the same grade.

e. Possess strong communication skills (oral and written).

f. Have demonstrated superior performance and a strong potential for continued federal service (including potential selection for senior leadership or key positions) as indicated by the last three performance appraisals.

g. Possess the ability to think critically and innovatively on a broad range of topics and be able to work through complex and multi-faceted taskers.

h. Be able to work well with others as a team player and team builder.

i. May not be pending any adverse actions (documented by EEO and HR)

j. Ability to quickly conceptualize, analyze, and produce against near term requirements/taskers from the CG; analyze and plan far-term taskers; and develop strategy for long-term initiatives.

k. Preferred candidates will have completed the Army Civilian Education System (CES) Intermediate or Advanced Course (or equivalent), as appropriate to the employee grade level. (GS12 – Intermediate; GS13/14 – Advanced).

4. Nominations must be received by the Civilian Corps Chief's Office NLT 1200 CST on 11 January 2012.

a. Submit nomination packages electronically to the AMEDD Civilian Corps Chief at civilian.corps.chief@amedd.army.mil <mailto:civilian.corps.chief@amedd.army.mil>>. IMPORTANT NOTE #1: This email address will change in December 2012 upon AMEDD migration to Enterprise Email. Messages should automatically forward to the new address and we will publish the new Corps Chief email address as soon as possible.)

IMPORTANT NOTE #2: We recommend that you encrypt your email message because of the sensitive nature of the information in the nomination package, some of which is covered by the Privacy Act. Contact the POC below if you prefer to send a hard copy of the nomination package; however it must be received before the deadline.

b. Nominations MUST be complete to be considered. Include the following items, in order, in a single electronic .pdf file attached to your email message:

1) Cover page containing the nominated employee's name, current position, organization, duty location, phone number, supervisor name, and supervisor phone number

2) Current Civilian Record Brief (CRB) (available from CPOL MyBiz portal)

3) Biography (one page bio; picture optional)

4) One-page, single-spaced essay by nominee stating why he/she wants to join the CIG and is the best candidate to meet the CIG's mission

5) Letter of recommendation from first line supervisor

6) Endorsement statement from the first general officer or SES in the nominee's chain of command stating that the candidate meets the requirements in paragraph 3 and stating that the employee has no EEO or HR adverse actions pending

7) CV or Resume

8) Copies of nominee's last three performance appraisals.

5. Once a slate of final candidates has been identified, they may be asked to provide samples of their work. Selected candidates will be invited for interviews in person or telephonically. Final selection will be made by TSG. This CIG position is to be filled NLT 30 April 2013.

6. The POC for these nominations is Ms. Nancy Quick, 210-221-6674 (DSN 471), nancy.quick@us.army.mil <<mailto:nancy.quick@us.army.mil>> at the Civilian Corps Chief's office. I look forward to your application, should you desire to pursue this opportunity. Once again, have a great and SAFE Thanksgiving holiday.

Sincerely,

gregg

Gregg Stevens, SES
Chief, AMEDD Civilian Corps