

Welcome to the holiday season, Team!!

We're sneaking up on the time of year when multiple celebrations are part of our lives and for our Teammates. Up front, I want to ask you to pay attention to SAFETY as a focus area, regardless of the holiday that has meaning for you. Safety is a common ground which deserves our closest attention and MUST be part of our holiday celebrations. We are a Team and are at our best ONLY when all our Teammates are at their best. Weather related safety is a key. Be aware of changes in road conditions, be sure your vehicles are prepared for a cold and freezing environment and, oh BTW, don't forget to prepare yourselves and your families to play/celebrate/participate outdoors. Remember your family which supports you as an Army Medicine Teammate is a key part of the Team too. Finally, pay attention to the KEY CAUSES OF ACCIDENTS (particularly vehicular), alcohol consumption, speed, and distracted driving (Yes, leave those phones alone!!). We need you to take care of yourselves and those close to you so you can be at your best to help us take care of others! And with that, let's move into the info for this time around. There's a lot going on but I promise to do my best to get the info out and minimize the length. (OK, OK, I know some of you are like, "Good luck with that!!") So, here goes.

CONGRATS!!!

Let's start with congratulations to our cohort of 20 AMEDD Civilians across the MEDCOM who were recently selected for the Version 2 Aspiring Leader Development Course! (You know who you are!!) The course is designed to begin leader development for our folks in grades GS 5-10. We conduct it in conjunction with Army Training and Doctrine Command (TRADOC) and Army Cyber Command (ARCYBER). Version 2 is 100% on line and students can take the course at their desks. We look forward to execution of the course, which begins on 11 Dec 17, and getting the lessons learned from it to use in starting the next iteration. Likely we will be seeking new students near the end of summer '18 so if you're interested stay tuned and jump on the opportunity when it comes up.

UPCOMING COURSES

Listed below are a number of training opportunities that are coming up. They are in no particular order. For each one, you can find additional information on our AMEDD Civilian Corps website, <https://ameddciviliancorps.amedd.army.mil> under the "Breaking News" link in the upper left quadrant. Unless otherwise specified, these courses are all centrally funded. If you have additional questions, use the "Contact Us" link in the upper right to reach out to the Corps Office.

Course	Dates	Grades	Application Susp
--EXECUTIVE SKILLS	3-13 Apr 18	N/A	16 Feb 2018

Targets those in mid to senior managed care positions with roles and where critical strategic thinking skills are important. Conducted at Ft. Sam Houston.

--JUNIOR LEADER CRS	9-13 APR 18	GS09-11	29 Dec 17
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AMEDD sponsored. Provides exposure to a variety of inter-professional and inter-agency activities. Attendees participate in discussions and presentations to build the critical knowledge and experience to help address future complex issues in Army Medicine.

--CES INTERMEDIATE PHASE II      5 - 23 Feb 18              GS 10-12                      ASAP

Army Management Staff College (AMSC) will conduct the CES Intermediate Course (PH II) at Joint Base San Antonio (JBSA). Eligibility for civilians to attend this resident training:

- Permanent appointment
- Current performance rating of successful or above and in good standing for conduct
- Successful CES Intermediate Phase I and Foundation Course completion/credit
- Army Non-appropriated Fund (NAF), Wage Grade (WG) equivalent grades
- Confirmed reservation for class at Ft. Leavenworth, KS, CANNOT cancel to attend JBSA, FSH.
- Course is open to JBSA Ft. Sam Houston personnel ONLY
- Register in CHRTAS: <https://www.atrrs.army.mil/channels/chrtas/student/logon.aspx>
- For more information email at: [usarmy.jbsa.medcom.mbx.civilian-workforce@mail.mil](mailto:usarmy.jbsa.medcom.mbx.civilian-workforce@mail.mil)

--CES ADVANCE PHASE II              23 Apr/18 May 18              GS 13-15                      ASAP

Army Management Staff College (AMSC) will conduct a CES Advance Course (Phase II), MET 18-703, at JBSA from 23 April - 18 May 2018 (4 weeks).

Eligibility for Resident Training:

- Permanent appointment
- Current performance rating of successful or above and in good standing for conduct
- Successful CES Advance Phase I and Foundation Course completion/credit
- Army Non-appropriated Fund (NAF), Wage Grade (WG) equivalent grades
- Confirmed reservation for class at Ft. Leavenworth, KS, CANNOT cancel to attend JBSA, FSH.
- Course is open to JBSA Ft. Sam Houston personnel ONLY
- Register in CHRTAS: <https://www.atrrs.army.mil/channels/chrtas/student/logon.aspx>
- For more information email at [usarmy.jbsa.medcom.mbx.civilian-workforce@mail.mil](mailto:usarmy.jbsa.medcom.mbx.civilian-workforce@mail.mil)

#### OTHER LEARNING AND DEVELOPMENTAL OPPORTUNITIES

We have a steady flow of opportunities for members of our AMEDD Civilian Corps to grow and develop their ability to contribute to the capability and capacity of Army Medicine to contribute to the mission success of the Army. The courses/opportunities listed below fall into that category and I encourage you to take time to read and consider if some of them might be right for you as you develop your own careers. I'd say it's certainly worth a shot. Who knows what a few minutes now might mean to your career and your capability in the future???

#### --STRATEGIC LEARNING PROJECTS (SLP)

Our AMEDD Civilian Corps has historically used short-term quarterly learning opportunities for AMEDD civilians to broaden their capabilities by working special projects in the Corps Chief's office. The SLP provides civilian employees the opportunity to work with the AMEDD Civilian Corps Chief and

the staff of the Corps Chief's Office on strategic projects in support of the Corps mission. The selected employees will learn about the Civilian Corps, see the workings of the Corps Chief's office, gain hands-on experience working on a high level Civilian Corps initiative, and present the project results to flag level and other stakeholders. The duration of each assignment will be approximately 10 days. Travel costs and per diem are centrally funded. There will be at least two (2) SLP projects this year. The first opportunities are:

1. Publish a Calendar of AMEDD Civilian Leader Development and Training Opportunities
2. Update the AMEDD Civilian Corps Website You can read more about these opportunities and how to apply on our AMEDD Civilian Corps website (<https://ameddciviliancorps.amedd.army.mil>) under the "What's New" and "Announcements" links.

#### --CONTINUING EDUCATION FOR SENIOR LEADERS (CESL)

Army has specifically designed this course for civilians in permanent appointments, grades GS-14/15 or equivalent. The CESL course is a continuing education sustainment program that brings senior level Civilian leaders together to discuss current and relevant issues facing the Army. The program intent is for leaders to return to the program continuously to refresh and receive updates on current Army initiatives.

It is imperative that our AMEDD civilian cohort gain and share this information. Feedback from our previous attendees has been terrific and I strongly recommend you give it serious consideration if you qualify. There are quotas available for the upcoming courses in FY18:

Class 002 - 12-16 Feb 2018

Class 003 - 21-25 May 2018

Class 004 - 30 Jul - 3 Aug 2018

Pre-Requisites: Student must have graduated from the Advanced Course at least one year before attending (or have equivalency credit) and the Foundation Course if you are an Army civilian hired after September 2006. The course is centrally funded for most Department of the Army Civilians.

Here's what to do:

- Apply in CHRTAS: <https://www.atrrs.army.mil/channels/chrtas/student/logon.aspx>

- For more information contact Mr. Ray Mendoza; G37, R&T;

Ms. Saundra McGlothan; G37, R&T; email at:

[usarmy.jbsa.medcom.mbx.civilian-workforce@mail.mil](mailto:usarmy.jbsa.medcom.mbx.civilian-workforce@mail.mil)

#### --NURSES INVOLVED/INTERESTED IN RESEARCH

The 2018 Tri-service Nursing Research Program (TSNRP) and EBP Dissemination Course opportunities and upcoming course with the Research Interest Groups (RIGs) has recently been approved by the Uniformed Services University of Health Sciences. It is scheduled for 30 April - 3 May and will be held at La Quinta Inn & Suites Riverwalk, in San Antonio, TX. Abstracts will be considered for poster or podium presentations, and can be submitted from 1 Dec 17 - 31 Jan 18. If you're interested, you can send inquires to the Corps Chief mailbox at [usarmy.jbsa.medcom-ameddcs.mbx.civilian-corps-chief@mail.mil](mailto:usarmy.jbsa.medcom-ameddcs.mbx.civilian-corps-chief@mail.mil) with "TSNRP" in

the subject line. We will forward the inquiries to the MEDCOM point of contact who will then contact interested individuals. You can find more information on the Civilian Corps website (<https://ameddciviliancorps.amedd.army.mil>) under the "What's New" and "Announcements" links.

#### --SENIOR ENTERPRISE TALENT MANAGEMENT (SETM)/ENTERPRISE TALENT MANAGEMENT (ETM) PROGRAMS

These two programs are the Army's primary senior leader development programs for civilian Teammates. The ETM Program focuses on development of GS-13s (GS-12s by exception-for CGSOC only and must have graduated/gotten credit for CES Advance Course) while the SETM Program focuses on GS 14 & 15 individuals. Both programs are designed to build capability at the enterprise leader level. Truth is, we have a good number of AMEDD Civilians who are eligible and who would be great candidates for these opportunities. Here are some of the details.

The SETM/ETM are umbrella titles/programs built on a number of subordinate programs that include:

- . Enterprise Placement Program (EPP)
- . Senior Service College (SSC)
- . Defense Senior Leader Development Program (DSLDP)
- . SETM-TDY
- . ETM-TDY \*
- . Army Senior Civilian Fellowship (ASCF)
- . Command and General Staff Officer College (CGSOC) \*
- . Executive Leader Development Program (ELDP) DoD Level Program \* (GS 12 & 13 graduates of the CES Intermediate Course) Leadership Shadowing Experience\*

While many of the programs are targeted at the GS-14s/15s (and equivalent), the ones identified here with an \* are part of the ETM program and available to GS-13s (GS-12s by exception (and equivalent)). There are other courses in addition to these. The opportunities are great and you should take the time to take a gander if you meet the grade qualifications. The window is open to begin the application process (<https://www.csldo.army.mil>).

Applicants should begin their applications early. There are some complexities to the process but we have folks to help you with overcoming obstacles. You can complete your application on line so, if you're considering applying for any of these programs, now is the time to begin. Rater and endorser ratings are part of the completed package and, beginning 1 March 2018, you'll be able to activate your application to start it moving to your rater and endorser for their input. Army's suspense for completed applications is 15 May 2018 - firm. Army will not consider applications which are not in a "completed status" as of 15 May, 2018. There are checklists available within the SETM database for your use to ensure you have uploaded all required documents with signatures for any of the programs for which you would like to apply. Army Directive 2017-13, SETM Users Guide can also assist you with your application. The Guide and briefing charts for SETM/ETM that provide more information, are also available on the website (<https://www.csldo.army.mil>). Please contact Mr. Ray Mendoza, HQ MEDCOM, by email at: [usarmy.jbsa.medcom.mbx.civilian-workforce@mail.mil](mailto:usarmy.jbsa.medcom.mbx.civilian-workforce@mail.mil)

These are GREAT program opportunities for our civilians who have the desire to make themselves more competitive for enterprise level leader positions! If you see yourself in that type of role "when you grow up," then I believe looking into SETM/ETM will be very much worth your while. Give it a go!!

## ONE MORE COMMENT ON BECOMING MORE COMPETITIVE...

Multiple times in past messages I've covered the need for all of us to complete an Individual Development Plan (IDP) in Army Career Tracker (ACT). Let me emphasize it once more. This short exercise is critical to becoming more competitive for other positions, regardless of your level in the organization.

Here's why:

- . Makes you think through what you do want to be when you "grow up"
- . Helps you plan out how to get there
- . Generates funding resources for your organization
- . Allows the AMEDD to compete successfully with other Army entities for central funding dollars to support training. Every course on an approved IDP in ACT becomes a validated requirement and competes for \$\$\$ at DA. We've successfully increased our medical education budget by over \$3M in the past several years using IDP info.

So, the IDP isn't just another requirement or hoop to jump thru. There is real value to the whole Team for all our members completing their IDP. If you need help navigating ACT, go to our AMEDD Civilian Corps website (<https://ameddciviliancorps.amedd.army.mil>) and view the 4.5 minute video under the "What's New"

## WOLF PACK AWARD NOMINATIONS FOR 2ND QTR FY 18

The suspense for 2nd Quarter FY18 Wolf Pack Award nominations is 5 Jan 2018. Just as a reminder, the Wolf Pack Award recognizes teams of civilians and military working together to achieve excellence in mission accomplishment in Army Medicine. Additional info is available on the AMEDD Civilian Corps website at <https://ameddciviliancorps.amedd.army.mil> under the "Celebrate Success" link near the top center of the page. Good luck to you and your Team!

## TALENT MANAGEMENT EFFORTS CONTINUE:

In several recent messages (starting with # 82) we've covered information on talent management. We still need your help to get this right and define our real needs for training, development, and opportunity in support of our workforce. We can only know that if you tell us. The method for doing so is by using our Aspiration Survey, available to you in Army Career Tracker. It will get you started on Talent Management and help us identify training needs and opportunities for the future.

Thank you so much to those of you who have already completed the survey. Know that we are analyzing your data and will use it to help us move the program forward. If you have not completed the survey, I ask your support to help us develop programs that will be eventually be available to you to enhance the Army's (and, oh-by-the-way your own) mission capabilities. OK, I know you've been "surveyed out" but this one shouldn't take 10 minutes to complete and will really help us out. There is info available on the Corps website at <https://ameddciviliancorps.amedd.army.mil>, also under the "What's New" tab at the top left of the page. You can access this simple survey directly using the following instructions. Thanx in advance for your support.

- 1) Log In to Army Career Tracker at: <https://actnow.army>
- 2) Once logged in, copy and paste the link below into the browser box to access the survey (It works, I just tried it!!):

[https://actnow.army.mil/forms/landing/org/app/050565c9-77d5-42be-892d-2fcae7bb78dc/launch/index.html?form=F\\_Form1](https://actnow.army.mil/forms/landing/org/app/050565c9-77d5-42be-892d-2fcae7bb78dc/launch/index.html?form=F_Form1)

#### AN OPPORTUNITY TO CONTRIBUTE/GIVE BACK---AMEDD CADRE OF MENTORS

Our AMEDD Mentorship Program is voluntary and promotes learning and development among our Teammates, and is a start point in building future AMEDD leaders. Please consider if you might be willing to make a contribution by becoming a member of the AMEDD's Cadre of Mentors. We need individuals who care about others and care about the mission to become part of this group of advisors. Info available on the Corps website at <https://ameddciviliancorps.amedd.army.mil>, under the "What's New" tab at the top left of the home page. Thanx in advance for your consideration.

#### DON'T FORGET TO SHARE:

Remember that in the past I have asked you to share these messages with others. We try to get them to all of our AMEDD civilians but sometimes the electrons don't work as we desire. So, please ask your co-workers if they've seen this message (and the past ones-available on the Corps website above). If they haven't, please send it to them and let us know so we can add them manually to our supplemental distro list. IN ADDITION, please share these messages with your military counterparts, co-workers, and supervisors. They have a need to know what's happening with opportunities for you and how those opportunities can positively impact mission accomplishment! (BTW, we can also add their names to our supplemental list if they'd like..)

Well, that's more than enough for now (I knew you were thinking that..). I'll try to be back to you with a quick (promise) message before departing for the holidays. In the meantime, take care of yourselves, take care of one another, and remember that we are blessed with the most honorable mission in all the military, taking care of the Nation's sons and daughters, who are serving or have served, and their families. We should all feel special about what we are privileged to do for the country every day. Blessings.

Sincerely,  
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