



September 2021

## ACCMA Director's Corner

Just like that, September is upon us! As we enter the last month of FY21, a lot has been happening at ACCMA since our last issue. We have had several successful events as we continue to advance our mission and mature our organization by making connections, engaging with others and establishing relationships with our customers and stakeholders.

First, I am excited to share that we recently held an orientation to kick off our first cohort of the Student Intern Program. This orientation clarified opportunities of the program and provided guidance to the cohort members. The Talent Acquisition Team organized the one-day event, marking the beginning of this exciting new program that offers a new pipeline of talent to commands. A number of senior leaders attended to offer words of congratulations, provide opportunities for discussions and engage with Interns and Career Field Directors. Having met our goal of providing these Interns with the foundation necessary for them to be successful during their time in the program, we celebrated this new beginning for both our organization and these young professionals.

Another success story is our first ever recruitment event, held by the Recruiting and Outreach Team. This is exciting because it not only helps solidify our part in delivering the Civilian Implementation Plan of the Army People Strategy, but it is a way we are putting our role into action as we start to deliver on some of the new roles that career fields are performing now. It is the first of many ways we are reaching out and taking the initiative to talk with people and invite them to hear who we are and how we can assist in their career and professional development goals.

I also want to share that as ACCMA continues to build partnerships with commands to synchronize our talent management efforts, we were invited back to participate in the semi-annual Army Materiel Command Career Program Manager Summit. This event gave us the chance to hear from and present to career managers from both within and outside Army Materiel Command as well as those from Training and Doctrine Command and HQDA ASA(M&RA).

As we approach a new fiscal year and the first anniversary of ACCMA, we are making great progress in bringing talent and opportunity together through efforts such as these. Kudos to all!

## ACCMA Mission

*Provide talent management services across the human capital lifecycle to support a highly skilled and ready professional civilian workforce that supports the national defense.*

### Notable Upcoming Activities/Dates

SEPTEMBER 6	Labor Day
OCTOBER 1	First Day FY22
OCTOBER 1	One Year Anniversary of ACCMA
OCTOBER 11	Columbus Day
OCTOBER 11-13	AUSA Annual Conference
OCTOBER 21	CMEC
NOVEMBER 11	Veterans Day Holiday
NOVEMBER 25	Thanksgiving Day





**Mr. David Pascal**  
 Assistant Deputy Chief of Staff, G-3/5/7  
 Functional Chief, Education &  
 Information Sciences

I am honored to serve as the Education and Information Sciences (EDIS) Career Field Functional Chief (FC) for the Education Services; Training, Capability, and Doctrine Warfighting Developers; and Historians, Archivists, and Museum Professionals Functional Communities as well as the Functional Advisor (FA) for the Training Functional Community.

Along with Mr. Michael Formica, FA for the Education Services Functional Community and Mr. Charles Bowery, FA for the Historian Functional Community, we are committed to the deliberate professional development of over 13,000 Civilians across three separate functional communities. Through an overarching succession strategy, leveraging best practices, and establishing a centralized recruitment strategy, our goal is to develop agile, adaptive, and innovative EDIS Civilians to generate and sustain mission capable teams to achieve national security objectives and confront the challenges of the future operating environment.

Collaborative working relationships among the three functional communities are developing within the CF to gain efficiencies and best practices under guidance and functional expertise from the FC and FAs. The CF and functional communities' effectiveness and efficiency were significantly improved through integration and centralization. Several best practices were leveraged across the CF to include participation in the EDIS Mentorship joint program with the Coast Guard and newly transferred librarians, developmental assignments with Army Management Staff College (AMSC), and several virtual courses that addressed and closed leadership, technical and soft skill competencies.

The Education Services, Training, and Historian functional communities are assigned responsibility for the full range of talent management functions to improve unity of effort, efficiency, and effectiveness in talent management operations. These actions will improve the Army's ability to acquire, develop, employ, and retain the Nation's top talent and improve Total Army readiness.

The CF EDIS workforce strategy supports the Army People Strategy (APS) and Civilian Implementation Plan (CIP) through five strategic efforts:

- Career Field Readiness
- Trained and Skilled Workforce
- Effective Technical Workforce
- Total Force Approach
- Innovative Culture

Army Civilians of the 21st century must possess the skills, character and competence necessary to support the United States Army mission to build readiness, support modernization, and reform resource execution for increased lethality. EDIS Civilians partner with Soldiers, industry, and governmental agencies throughout their careers to work, train, and grow the functional and leadership competencies associated with our profession.

**Career Field EDIS Workforce Development Strategy**



**Education Services**

Education Services has over 3,600 Army professionals. It includes professional positions to administer, supervise, promote, conduct, or evaluate programs and activities that provide individualized career-related or self-development education plans for customers. The work requires knowledge of education theories, principles, procedures, and practices of secondary, post-secondary, adult, career-technical, and continuing education. Some positions require skill in counseling educational and career development to establish educational and occupational objectives and goals for adults. Education Services professionals are located in duty locations such as Army Education Centers, U.S. Military Entrance Processing Stations, U.S. Army Reserve Command, National Guard Bureau, and U.S. Recruiting Command and other locations throughout CONUS and OCONUS.

FY22 Initiatives: Education Services educators serve as strategic partners with trainers in leveraging technology. To ensure Education Services educators possess the right knowledge, Civilians will sharpen competencies in strategic planning; negotiating and influencing; automated management information systems; Education Management Information System (EDMIS); educational technologies; multi-media user environment; distance learning theories, principles, and practices; and, distance learning delivery.

**Training, Capability, and Doctrine Warfighting Developers**

The Training functional community has over 9,200 Civilians and is the functional community for Army Civilians working in training and education, capability, and doctrine development. It includes professional positions such as doctrine developers, capability developers, instructional system specialists, training instructors, facilitators, and now librarians. Assignments in this functional community may include headquarters staff, Army University, Centers of Excellence (CoE), training management offices, field operating agencies, quality assurance offices, capability and doctrinal development and integration organizations, and other instructional and educational institutions. Training Functional Community Civilians are responsible for developing the workforce that designs and builds the Army for wars and missions of today and tomorrow.

FY22 Initiatives: Higher education programs at the graduate and undergraduate level are programmed at East Carolina University, Penn State University, and Purdue University for the spring and summer semesters. The Continuous Learning Program gives Civilians the opportunity to continue their professional development on their own. The American National Standards Institute (ANSI) accredited Certificate Training Program (CTP) and developmental training assignments with local commands and organizations will continue.

**History, Archives, and Museums Functional Community**

The History, Archives, and Museums Functional Community has over 400 Army Civilians primarily working in a historian, archivist, or museum specialist role. They collect, preserve, interpret, and express the Army’s history and material culture in order to educate and professionally develop our Army, the military profession, and the nation.

Although a smaller functional community, this workforce is highly skilled and educated as doctoral researchers or advanced practitioners in the military historical realm. Ultimately, they educate the workforce on past wars to be better prepared for the threats of tomorrow. The Center of Military History is the executive office that leads the efforts on cultivating and fostering a historical minded workforce.

FY22 Initiatives: Increasing diversity and inclusion in the workforce by creating exhibits that target women and minorities in history to bring together diverse perspectives; developing our leader development programs, enhancing intellectual traits and executive core competencies. Putting our people first ensures they have adequate resources, access to training and professional development opportunities, and the ability to fully leverage technology to reaffirm the value of the historical programs to the overall mission of the Army.



**Functional Advisors**



**Mr. Michael D. Formica**  
Deputy to the Commanding General  
Combined Arms Center  
Fort Leavenworth, Kansas  
  
Functional Advisor, Education Services  
Functional Community

**Mr. Charles R. Bowery**  
Executive Director, U.S. Army Center of  
Military History  
Fort McNair, Washington, D.C.  
  
Functional Advisor, History, Archives,  
and Museums Functional Community





## Enterprise Student Intern Program

The enterprise Student Intern Program (SIP) provides paid internships and excellent exposure to the Army Civilian Corps in a variety of career fields. This new program, an Undersecretary of the Army initiative, includes 40 interns in FY21 and will grow to 200 in FY22. Career Field participation will expand from six this year to eight next year. The program includes work experience that allows interns to use their skills and make a difference. It also provides mentorship, networking opportunities, and training.

Students majoring in STEM fields are the target audience for this program, but students majoring in other areas may participate as well. An objective of the program is filling critical gaps in the workforce by recruiting students into the SIP and converting them into the Army Fellows Program (AFP) once they fulfill degree and program requirements. This approach has numerous advantages over typical hiring for the AFP: better ability to time entry into the AFP (i.e., through conversions, usually over the summer), an opportunity to observe the potential Fellow to inform decision to convert into the AFP, an opportunity for the student to determine if the Army Civilian Corps would be a good fit, and time to obtain security clearance before entry into the program.

In addition to work experience and pay, the program also provides:

- Opportunities to learn about multiple career fields and more about the Army Civilian Corps in general
- Periodic virtual engagements with senior leaders and others across the Army
- Mentorship
- Networking opportunities
- Access to training from the Army Management Staff College

By leveraging the centralized, targeted recruitment and outreach support from the Recruitment and Outreach Division and investing in these student interns, Career Fields can attract and acquire some of the top talent they need to address gaps. Anyone interested in learning more about the SIP may contact:

Ed David \_\_\_\_\_  
 Andrea Blagojevic or \_\_\_\_\_  
 Tim Weathersbee



## Office of Personnel Management to Administer the Federal Employee Viewpoint Survey in Late Fall

The Office of Personnel Management (OPM) has announced that the 2021 Federal Employee Viewpoint Survey (FEVS) will take place from early November through early December 2021. Exact dates for Army Civilians will depend on which wave of the survey the Department of the Army is assigned to.

OPM has made several changes to the FEVS administration for the 2021 survey:

- For the first time, OPM has expanded the FEVS eligibility pool to include all non-political, non-contractor employees on board with their agencies as of April 2021. This is a welcome change for thousands of previously ineligible Army Civilians who will now be able to participate in the survey.
- The 2021 FEVS will be a sample rather than a census, meaning it will use a sample of each agency’s workforce rather than the entire eligible population.
- For 2021 only, score reports will only be distributed one level below the agency level. For Army, this means only major Commands will receive breakout reports of their FEVS scores. This is an effort to limit OPM’s data processing workload as it aims to return to the traditional May/June FEVS administration in 2022.

Participating in FEVS is the best way to make your voice heard! Stay tuned for more detail on this year’s FEVS as we approach the survey window.

## Army Fellows Program Class 20-003 Gives Back

Submitted by Carl Brown, (Team Lead, Class 20-003)

In late July, the Logistics Career Field, Department of Army Logistics Fellows (Class 20-003- Dream Team 24) completed a community service event in support of the Crisis Assistance Response Emergency Shelter (CARES) in Petersburg, Virginia. CARES operates the only emergency shelter for women and children in the Tri-Cities area. CARES serves the communities of Chesterfield, Colonial Heights, Dinwiddie, Hopewell, Petersburg and Prince George. They also operate a Food Pantry and Clothes Closet for low-income residents of Petersburg. In an effort to make an impact in the community, Class 20-003, consisting of 17 fellows from various backgrounds, collected clothing items, over a four-month period, to assist the shelter with helping families return to stability, dignity, and self-reliance.

Due to COVID19, Class 20-003 transitioned to telework. Telework did not allow them to communicate with one another as they would in a normal classroom setting which made team-building a challenge. A few months into the program, the Team Leader challenged the cohort to find a way to make an impact on the community. The goal was three-fold: 1) Emphasizing selfless-service and servant leadership, 2) Team-building and, 3) Promoting Army Values. The challenge of completing a project forged that communication, provided an opportunity to demonstrate their leadership skills, and allowed them to fully embrace the Army Values.



The class came up with ideas ranging from loading buses with school supplies to adopting a highway for clean-up, to reading to nursing home residents, to distributing items at a local food pantry. Ultimately, the class leader (Ms. Susan Taylor) chose Ms. Makayle Hawkes and Ms. Kourtney Witmer’s collaborated idea: providing clothing in support of the CARES Shelter in Petersburg. The class utilized their knowledge of the community, business acumen, critical thinking, and teamwork to organize and execute the clothing drive. They donated personal items and collected donations from other communities. During the process, their enhanced communication skills, professionalism, and work ethic were on full display.

Upon delivery of the items, Ms. Weather (CARES Program Manager) thanked the cohort and provided several laudatory comments. Of the many comments that were expressed, Ms. Weathers told the cohort, “You are the first group from Fort Lee to support us. We really appreciate your thoughtfulness and generosity. We look forward to working with you and other people from Fort Lee in the future.” Their accomplishments were noteworthy as they were the first class in recent history to make this kind of direct impact on the community—in spite of the difficult environmental conditions. Congratulations Class 20-003 on a job well done!

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**U.S. Army Civilian Career Management Activity - ACCMA**  
Public & Government Service



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## ETM Leadership Shadowing Experience: A Journey in Professional Growth

Submitted by Lee Ries, Cyberspace Operations Planner, 780<sup>th</sup> MI BDE (Cyber), USAINSCOM, Joint Base San Antonio, Texas

I had the opportunity this June to participate in the ETM Leadership Shadowing program. What an amazing experience! My intent in applying for this module was to gain an enterprise-wide perspective, and the time I spent with senior leaders at the Pentagon, Ft Belvoir, VA, and Redstone Arsenal, AL, opened my aperture wider than I could have anticipated. Participation in this program allowed me to understand the Army's priorities, the investments that the Army Intelligence Enterprise is making to support those priorities, the people and offices involved in seeing those investments to fruition, and how those investments reveal my element's role within the enterprise. This was a truly unique experience!

The Army has made significant investments in its People Strategy; seeing that strategy lifted off the poster that depicts Army Priorities and put into action at the highest levels serves as an outstanding model to emulate. Through my experience with the Leadership Shadowing module, I saw senior leaders caring for their personnel in various, meaningful ways. Not only caring for, but truly caring about their personnel by listening to them, having empathy for them, and giving them a voice. I can take no greater lesson forward with me through my career than this. Prioritizing people is on display in many ways, not the least of which is the ETM program. The work that ACCMA does every day supports this Army priority and I'd like to especially thank Ms. Sharon Fowler for her role in seeing my ETM applications through to success. Pulling together my shadowing schedule for four weeks across three headquarters was not easy, especially with a pandemic in the mix!

In my daily grind at my home station of Joint Base San Antonio, TX, my colleagues and I do not often learn what is going on throughout the Army. This program allowed me to see the investments the Army Intelligence Enterprise is making to support the Army's priorities, particularly in modernization and readiness. Framing that knowledge by what I had learned through a different ETM module, the Command and General Staff Officers Course (CGSOC), I could see how my work fits within the enterprise to achieve national strategy. I cannot fully convey how impactful this perspective is to me and my career planning. But know that ACCMA, in partnership with the ASA (M&RA) Civilian Senior Leader Management Office, has had a very positive impact



Mr. Ries in front of the Redstone Missile Test Site, Redstone Arsenal, AL

on my future with the Army.

I am an advocate for the Army's Enterprise Talent Management program, and I would encourage my colleagues and superiors to apply. Although the application process and timeline can be daunting to many, the great people at ACCMA are key to seeing applicants to success.

As I have transitioned from the Intelligence Functional Community to the Cyberspace Effects Functional Community, I know that my career growth remains in good hands. Thank you for all you do to strengthen our Army through career-enhancing programs for civilians across all of the Army's functional communities!

Last month, we introduced the newly expanded Army-wide Civilian Implementation Plan (CIP) communications campaign, spearheaded by the Office of the Deputy Assistant Secretary of the Army (Civilian Personnel) (DASA-CP).

This month, we want to introduce the Hip Pocket Guide, which provides a snapshot of the CIP's evolution in the context of the Army People Strategy (APS). The guide addresses the Who, What, Why, and How of the CIP.

## • WHAT are we doing?

This section of the guide briefly outlines the history, development, and signing of the APS and CIP.

## • WHY are we doing it?

Our vision is that Army Civilians will be the most ready, professional, diverse, and integrated federal workforce. Civilians will be in the right job at the right time, and have opportunities for training, credentialing, and continued education.

## • HOW will we implement this?

We will introduce cross-Army workgroups under the four lines of effort.

## • WHO does this apply to?

All Army Civilians will have their career empowered from actions taken in the CIP.

So, what's in it for me? Talent management transformation will facilitate matching your skills with your role and ensure that you have world-class supervisors.

The second side of the guide outlines the CIP's four strategic priorities and expected outcomes for each priority. Here's a look at where we stand in achieving the strategic priorities through the lens of the CIP:

### 1. Transform Workforce Planning and Management

Workforce planning transformation efforts already underway include projecting demand for people and skills and using data analytics to match the right Civilians with the right jobs.

### 2. Evolve Career Programs to Be Integral to the People Enterprise

Functional communities (formerly referred to as career programs) will be the core of the enterprise talent management approach. Functional communities' roles include identifying talent to be acquired and developed; facilitating varied, progressively challenging

Hip Pocket Guide

The CIP's Four Strategic Priorities Support the CIP Vision

VISION

The Civilian Corps will be the most ready, professional, diverse, and integrated federal workforce.

**Transform Workforce Planning and Management**

The Army will

- project demand for both people and specific skills and
- utilize advanced data analytics tools to match the right talent to the right job

**Modernize Civilian Talent Acquisition**

The Army will have continued access to top talent through improved marketing, hiring, and onboarding processes

**Build World-Class Supervisors**

Supervisors will have the training and skills necessary to lead effectively and encourage and promote a culture of continued learning throughout the Army

**Evolve Career Programs to Be Integral to the People Enterprise**

Realigning the 32 career programs into 11 career fields will give Army Civilians more opportunities to

- pursue a career track broader than their career program and
- take advantage of a breadth and depth of experiences to enable them to build their resumes and enhance their skills

**Army Civilians are critical to readiness and we're committed to making sure that those Civilians have all the talent, all the skills, all the capabilities they need to ensure the Army succeeds. We are now putting the right people, the right policies, and the right systems in place to build towards our future.**

-Dr. Todd Fore, DASA-CP

[www.milsuite.mil/book/community/spaces/dasa-cp/army-civilian-implementation-plan](http://www.milsuite.mil/book/community/spaces/dasa-cp/army-civilian-implementation-plan)

assignments to provide breadth and depth of experience; and establishing a continual pipeline of talented Civilians across their career community to meet current and future mission needs.

### 3. Modernize Civilian Talent Acquisition

The Army will develop an intentional approach to marketing for Civilians, targeting skill sets identified from strategic workforce planning with a brand that inspires Army Civilian service. The Army will be able to access highly qualified individuals with diverse skill sets, hire them efficiently, and onboard them effectively.

### 4. Build World-Class Supervisors

The Army will create systems and processes to select, grow, and sustain the best supervisors in government and certify its supervisors to perform their roles effectively. This effort will focus on establishing and resourcing a comprehensive, mandatory supervisor development and certification program. It will improve the selection of supervisors based on demonstrated leadership ability and technical competence.

As we continue with our communications campaign, we want to hear from you! Please reach out to our team if you have thoughts or ideas on how we can broaden our communications and help share good news about the Army People Strategy – Civilian Implementation Plan:

*Arpi Dilanian*  
*Amanda Huntley*

ACCMA FB: <https://www.facebook.com/ArmyCivilianCareerManagementActivity/>  
milSuite: <https://www.milsuite.mil/book/community/spaces/dasa-cp/army-civilian-implementation-plan/pages/home>.

**Andrea Blagojevic**  
*Management Analyst  
Talent Acquisition Division*



Andrea's last assignment was as a Management Analyst at the Defense Language Institute English Language Center, Joint Base San Antonio-Lackland, TX. She has served as an instructor at the Defense Language Institute English Language Center, DePaul University, Valparaiso, Columbia University, and the University of Belgrade. Andrea also worked as a project developer and manager at the U.S. Embassy in Belgrade, Serbia. She has several years of supervisory and management experience in the private sector.

**Rich Harfst**  
*Intel Career Manager  
Security and Intelligence Career Field*



Mr. Harfst was previously the Senior Strategic Analyst/Planner for the U.S. Army Intelligence and Security Command (INSCOM). Prior to his civilian employment, Mr. Harfst served 20 years as a U.S. Army Military Intelligence Officer, retiring with the rank of Lieutenant Colonel. Mr. Harfst holds a master's degree in National Security Studies from Georgetown University. He is an avid runner and New York Yankees/Giants fan. He and his wife Jennifer live in Annandale. He has three adult children, one granddaughter, and two adult step-sons.

**Tara Cervone**  
*Program Manager  
Operations Division*



Tara joined the Operations Division as one of the Program Managers, specifically responsible for policies, procedures, and regulations. Tara recently worked at the HQ staff for Army Aviation and previously she was an Education Services Specialist for the ARNG. Tara also is a Community Engagement Coordinator for Team Red White and Blue (Team RWB) helping the DC chapter create one-off and recurring events for its members. Tara served in the U.S. Air Force.

**Kimberly Lazarow**  
*Program Analyst  
Career Management Support Office*



Most recently Kimberly served as Acquisition Management Liaison Officer (AMLO) for the U.S. Army Medical Research Institute of Infectious Disease (USAMRIID) at Fort Detrick, MD, and brings with her a wealth of contracting experience. Kimberly's initial focus will be working on the ACCMA 1 to N list of contracts for FY22. We look forward to the expertise Kimberly brings to the CMS team.

**Mary Golden-Cook**  
*Program Analyst  
Science, Engineering, and Analysis  
Career Field*



Mary is coming to us from the Department of Justice, where she worked as a Management Analyst for the United States Attorney's Office, Eastern District of Virginia, Alexandria, VA. She served in the United States Marine Corps as an Administrative Analyst. She brings diverse experience with her from multiple assignments as a Marine, DoD Civilian and as a DoJ Civilian. We look forward to her contributions in career management and program analysis throughout the full spectrum of Science, Engineering, and Analysis Career Field missions.

**Sandra McGlothlan**  
*Program Manager  
Operations Division*



Sandra joined the Operations Division as one of the Program Managers, specifically responsible for training system administration to include ArmyIgnitED and CHRTAS. She recently served as a senior Operations and Training Specialist for the U.S. Army Medical Command. There she conducted planning for command training sessions, with responsibility for coordinating and executing the semi-annual Command Training and Leader Development sessions and managing the Civilian Career Field Management Program. She is a retired Army Soldier.



**Michael Milligan**  
*Program Analyst  
 Construction, Engineering, and  
 Infrastructure Career Field*



Michael is coming to us from his prior position as a Management Analyst at the Military Intelligence Readiness Command. He brings quantitative and qualitative skills to our office to bolster data collection and measurement strategies to enhance and accelerate talent management missions. He brings diverse experience with him from multiple assignments as an Army Civilian and as an active duty soldier. We look forward to his contributions in talent management throughout the full spectrum of Construction, Engineering, and Infrastructure Career Field missions.

**Ison Zibowsky**  
*HR Specialist (Development)  
 Talent Development Division*



We are excited to welcome Ison from the J-1, United States Forces Korea. Ison has a tremendous amount of experience in Civilian training and professional development policy and program management. He has served in a variety of HR organizations, on command staffs and in career management offices, so his breadth and depth of experience will greatly benefit ACCMA in meeting its mission. He will be working with the current team to build the capabilities of the Talent Development Division so we can best serve Army Civilians.

**Congratulations to the following individuals on their recent promotions and transfers!**

**Kristina Bacon**

*Selected for GS-07-09-11, Logistics Career Field*

**Martha Bowers**

*Joined Operations Division from Education and Information Sciences Career Field*

**Andrew Cummings**

*Promoted to GS-11, Medical Career Field*

**Simone Gayle**

*Promoted to GS-09, Education and Information Sciences Career Field*

**Verna Edwards**

*Selected for GS-07-09-11, Logistics Career Field*

**Tammy McCarthy**

*Promoted to GS-13 and joined Operations Division from Construction, Engineering, and Infrastructure Career Field*

**Army Civilian Lexicon Changes**

**PREVIOUS TERM**

- 32 Career Programs
- Career Management
- Career Program
- Careerist
- Army Career Development Program (ACDP)
- Apprentice/Intern (graduate)
- Intern (student)

**NEW TERM**

- 11 Career Fields
- Talent Management
- Functional Community
- Army Civilian
- Army Fellows Program
- Fellow
- Intern



**ACCMANews Content Submission Guidelines**

Are you interested in submitting an article? Do you have a great suggestion for a feature? Highlights and success stories are ALWAYS welcome!

Every month, ACCMANews publishes information on a featured Career Field. The schedule is:

2021-2022	Career Field Area
<b>February</b>	Medical
<b>March</b>	Construction, Engineering, and Infrastructure
<b>April</b>	Digital Technology
<b>May</b>	Science, Engineering, & Analysis
<b>June</b>	Logistics
<b>July</b>	Security and Intelligence
<b>August</b>	Installations
<b>September</b>	Education & Information Sciences
<b>October</b>	Contracting
<b>November</b>	Human Capital & Resource Management
<b>December</b>	Professional Services
<b>January</b>	Career Management Year-in-Review

Articles, suggestions, and career field submissions (along with any photos or graphics) should be sent to [usarmy.belvoir.chra-hqs.mbx.accma-newsletter-submissions@mail.mil](mailto:usarmy.belvoir.chra-hqs.mbx.accma-newsletter-submissions@mail.mil). Please limit submissions to 300 words and submit your article a minimum of 30 days in advance, if possible.

Note that submissions will be published space permitting and we may need to edit your article for tone, content, or length. We will reach out should any major edits be required. We look forward to working with you to make ACCMANews a relevant and informative product.