



US DEPARTMENT OF THE INTERIOR

INDIAN AFFAIRS

US ASSISTANT SECRETARY - INDIAN AFFAIRS US BUREAU OF INDIAN AFFAIRS US BUREAU OF INDIAN EDUCATION

Indian Affairs

Leadership Development Program

Self Nomination Application

Name of Nominee:

**Name of Nominating
Manager:**

Reviewed by:

What is the Indian Affairs Leadership Development Program?

Background:

Our goal is to have the best talent in Indian Affairs. In order to effectively identify and develop this talent, we have created a world class leadership development program called the “Indian Affairs Leadership Development Program (IALDP). Targeted to levels GS-14 and GS-15 individuals, this program will enable us to focus on key talent and accelerate their development so they can be better prepared for more senior level roles. However, the overall success of this development process is extremely dependent upon the people who enter it. Although those nominated and selected are not expected to be immediately ready to assume an executive position, you should possess potential, aptitude and the aspiration to take advantage of the developmental opportunities and strengthen the skills necessary to become a more effective leader within Indian Affairs.

The IALDP is a year-long program that begins with a 3-day workshop that consists of coaching and feedback and self-discovery. Following the workshop, you will work with an external coach from Aon Consulting on your development plan. Also during the interim months, you will work in a team on a real-life issue facing Indian Affairs. Finally, at the end of the year, we will celebrate your development year with a closing workshop and presentation of your project results to a Senior Leadership Team. As you can tell, the year will be a busy one for you, but the rewards of developing your leadership skills will be bountiful.



Align. Acquire. Develop. Reward.

© 2006 Aon Consulting - This information is confidential and proprietary and it is not to be used without Aon's written consent.

15

Who Should Apply?

Eligibility

- GS-14 or GS-15
- Strong performer - currently rated a 4 or above
- No performance or conduct issues
- Strong desire to develop and grow in current role
- Has aspirations to move in to more senior level roles

Application Section

The evaluation procedure presented in this booklet has been developed to help you articulate why you believe you should be part of this program. We encourage you to think carefully about your career goals at Indian Affairs, what your strengths and opportunities are and how this program can help you develop. The program is based on Indian Affairs values and leadership competencies and represents behaviors and activities that are logically and dimensionally related to successful performance. By completing this application form, you will provide us with a greater sense of:

- Who you are
- What your career goals are
- What strengths you bring to Indian Affairs and
- Why you should be selected into the program

Each application will be reviewed by a panel including:

- Director, Bureau of Indian Affairs
- Director, Bureau of Indian Education
- Deputy Assistant Secretary – Management – Indian Affairs
- Director, Office of Human Capital Management

Selection decisions will be based on the eligibility criteria and the responses on the Application questions below. As such, please complete each question carefully.

Indian Affairs Leadership Development Program Form

Instructions: Please complete all of the questions in each section attached. Each question must be completed in full.

Current Role

Describe your current role and history at Indian Affairs (feel free to attach a bio or resume if preferred).

Career Aspirations

Are you interested in moving into a more senior level role and why?

What are you looking for in your next position?

What do you hope to accomplish in your career over the next three years?

What personal attributes contribute most to your success?

If you don't reach your goal, which of your personal attributes will likely have held you back?

What job experiences or development activities do you think would be most helpful to you in meeting your career goals?

Self Evaluation

Over the years, what strengths have peers, managers and direct reports consistently observed in you?

What would they identify as your areas of greatest weakness or development need?

Sometimes people misinterpret what we do. How do others see you that is different from how you really are?

What attributes have you improved upon over the years?

What are your most positive attributes or skills?

What do you see as the attributes or skills you most need to develop?

Briefly describe a project or assignment that has contributed significantly to your personal growth. What did you learn doing it? What made it so impactful?

Summary

Please describe in 1-2 paragraphs why you would like to be selected as a Participant in the 2009 Indian Affairs Leadership Development Program:

Any additional comments or input you would like us to know about you?

Signature

Your Signature _____

Date _____