

Statement of Work, Objectives and Opportunities
Participation in a Rotational Assignment to USD(AT&L)
Office of Human Capital Initiatives (HCI)

Position: This rotational assignment opportunity is for an Intern DOD civilian employee who seeks OSD and Joint perspective in human capital initiatives. Duties and responsibilities for this position are as follows:

Responsibilities: The candidate will be included in internal and external meetings and have participation in several on-going workforce initiatives on our dynamic HCI Team such as:

- Participate in college recruiting and development for a re-energized CO-OP Program for the Acquisition Workforce
- Assist with preparing documents for the Acquisition Awards Program
- Provide support for the Key Leadership Program (KLP) Qualification Boards
- Assist the Data Manager with analyzing acquisition workforce data and producing metric reports supporting the Functional Leaders and Services
- Plan, coordinate and develop agendas, briefs, and information papers in support of Acquisition Workforce Governance Board meetings
- Assist with projects related to the Department of Defense Civilian Acquisition Workforce Personnel Demonstration Project (ACQDemo)
- Assist in the development and implementation of Acquisition Workforce Professionalization criteria to include DOD support for STEM education
- Provide support to the Acquisition Demonstration Project researching DoD acquisition laws and policies

In the area of career development, the person filling this rotational assignment will work closely with the USD(AT&L) staff where the candidate will be introduced to leadership and management practices of those in the highest level of the Department of Defense. The candidate will receive first hand insight into the reasons for and the implementation of the professionalization of the Acquisition Workforce. Finally, this assignment is an opportunity to receive an unvarnished perspective of the need for Better Buying Power initiatives and understand USD(AT&L) vision for the future of the Acquisition Community.

Eligibility: The candidate must be a GS09 or GS11 and completed Level 1 Certification in their designated career field.

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