

*Looking to elevate your career?*



*APPLY FOR THE AMS LEADERSHIP,  
EDUCATION & DEVELOPMENT  
TRAINING PROGRAM! (LEAD)*

The LEAD Program is a new yearlong training program focused on developing managerial core competencies and targeted leadership skills of mid-level AMS employees. The program will help provide a leadership pipeline and talent pool aligned with AMS's strategic and human capital goals.

## **AMS Leadership, Education and Development (LEAD) Program Fact Sheet**

The AMS LEAD program is designed for mid-level professionals (GS 11-13) and focuses on core competencies and targeted leadership skills to keep AMS relevant, responsive, creative and visionary. The program provides for a leadership pipeline and talent pool in alignment with AMS strategic and human capital goals.

The AMS LEAD program is one year in length (December 2018 – December 2019) and will blend the following components across different competencies to meet the program objectives:

- Five individual week-long sessions of customized classroom training taught at the Federal Executive Institute in Denver, Colorado, and at two AMS field locations;
- Completing a developmental assignment and delivering a final project presentation to AMS senior management in Washington, D.C.;
- Required readings and discussions;
- Creating a personal development plan to map out professional and personal goals and engaging in peer feedback;
- Completing three personal assessments (360, DiSC, and the Hogan HDS survey) and receiving instruction on how to interpret the findings; and
- Individual coaching.

The cohort will consist of 20 employees from across AMS, and admission is competitive. The Program areas have agreed to cover the cost of their employees who are selected. To be eligible, applicants must have completed at least one full year of service with AMS at the time of application and currently be a GS 11, 12 or 13 full-time employee.

The application period opens August 20 and closes on September 20, and the first training session will be held the week of December 17. The application is a fillable form that can be completed either electronically or by hard copy and consists of three parts. To apply:

1. The applicant initiates the process by obtaining the application, providing background information about themselves as well as a written statement of interest. Once completed, the applicant signs the application (either electronically or on the hard copy) and forwards the application to his or her immediate supervisor.
2. The applicant's immediate supervisor then completes a written statement of support, signs the application and forwards it to their Deputy Administrator or Staff Director.
3. The applicant's Deputy Administrator or Staff Director completes a written statement of support, signs the application and then forwards it to Chuck Parrott ([Charles.Parrott@ams.usda.gov](mailto:Charles.Parrott@ams.usda.gov)) by no later than COB September 20.

A selection Committee consisting of Deputy Administrators and Staff Directors or their designees will be formed to select the cohort. Applicants will receive notification of their selection status by no later than the end of October.



**AMS Leadership, Education and Development (LEAD) Program  
Application for Admission**

**8. Statement of Interest**

In the space below, please explain why you would like to be selected for the AMS LEAD program, and how you believe it will assist you in meeting your career goals.

**AMS Leadership, Education and Development (LEAD) Program  
Application for Admission**

**9. Supervisor’s Statement of Support**

In the space below, the applicant’s *direct supervisor* should indicate why he/she believes the applicant would be a good choice for acceptance into the AMS LEAD program. I understand that if my employee is selected, I will provide them adequate time to attend all LEAD classes and work on their management project.

\_\_\_\_\_  
Supervisor’s signature

\_\_\_\_\_  
Date

Supervisor’s Email Address: \_\_\_\_\_

**10. Staff Director/Deputy Administrator Statement of Support**

In the space below, the applicant’s staff director or Deputy Administrator should indicate why she/he believes the applicant would be a good choice for acceptance into the AMS LEAD program.

\_\_\_\_\_  
Signature Applicant’s Deputy Administrator  
or Staff Director

\_\_\_\_\_  
Date

**\*\*The completed application must be submitted to Charles Parrott no later than September 20, 2018 to the following address: [Charles.Parrott@ams.usda.gov](mailto:Charles.Parrott@ams.usda.gov).**