

NOAA Leadership Competencies Development Program

LCDP DEVELOPMENTAL ASSIGNMENT FORM

(Data provided will be loaded on the LCDP website to be used by the program participants.)

Details of Developmental Assignment

1. **Title of Assignment:** Strategic Planning

2. **Level of Responsibility** (e.g., GS13, GS14, SES or equivalent pay band):
GS-1301-14 (ZP-1301-IV)

3. **Host Office** (if in NOAA, start with Line/Corporate Office down to the lowest level - e.g., Division or Branch):
NESDIS/ National Oceanographic Data Center

4. **Timeframe** (expected start date, duration, any known time dependencies):
3 - 4 months – 2008-2009

5. **Assignment Description** (include goals/objectives/expected outcomes):
 - Work with the Director and Deputy Director on the update of the NODC Strategic Plan. This will involve leading all work related to strategic planning such as development and/or refinement of performance measures;
 - Work with the NODC Team Leads to develop and/or document the roadmap for their projects, including goals, annual milestones, and outcomes;
 - Work with Division Chiefs to coordinate NODC responses on budget, legislation, policy and action item tasks from NESDIS, NOAA, and DOC. Review all materials and clear for action by the Director;
 - Lead the communications and outreach activities necessary to communicate the strategic directions to NOAA and the external community.

6. **Potential Benefit to LCDP Participant** (e.g., leadership competencies/skills to be used - see list of OPM leadership competencies at www.opm.gov/ses/define.html):
ECQ's to be developed include:
 - **Leading Change** – Strategic Thinking, Vision, External Awareness
 - **Results Driven** – Customer Service, Problem Solving, Technical Credibility

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7. Any other considerations, special requirements or comments

Work will be performed at the NODC Offices in Silver Spring, MD. Travel may be required.

8. Assignment Supervisor (name, position):

Terry Tielking, Deputy Director

9. Assignment Contact Person (name and email address):

Terry Tielking, Terry.Tielking@noaa.gov (301) 713-3270

Please send completed form to LCDP.ProgramManager@noaa.gov.

Thank you!