

NOAA Leadership Competencies Development Program

LCDP DEVELOPMENTAL ASSIGNMENT FORM

Details of Developmental Assignment

- 1. Title of Assignment:** Budget/Policy Analyst
- 2. Level of Responsibility** (e.g., GS13, GS14, SES or equivalent pay band): GS-14
- 3. Host Office** (if in NOAA, start with Line/Corporate Office down to the lowest level - e.g., Division or Branch): NOS, Policy, Planning and Analysis Division (PPAD)
- 4. Timeframe** (expected start date, duration, any known time dependencies): January 2009 – May 2009. We are flexible.

5. Assignment Description): The Policy, Planning and Analysis Division (PPAD) in NOS is seeking assistance in budget formulation responsibilities. Specifically, PPAD is looking for a leadership candidate who would like to learn more about the budget formulation process and NOS programs.

Our goal is to offer someone an opportunity to formulate and defend the FY 2011 program initiatives and make recommendations to the NOS AA, CFO and the NOAA budget director on the NOS FY 2011 Budget. This includes drafting responses to questions from NOAA budget, DOC, OMB and House/Senate appropriations; rolling out the FY 2010 budget; communicating the impact of respective budget cuts to NOAA senior leadership; reviewing material from staff and program offices in support of the President's budget proposal for NOS.

As NOAA gears up for a transition, this would be an exciting time to see how the budget formulation process works and influence it.

- 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):

Learn the budget formulation process and drive the funding decisions.
Make budget recommendations to the NOS CFO, NOS AA, and NOAA senior leadership.
See budget formulation process during the transition period.

NOAA Leadership Competencies Development Program

LCDP DEVELOPMENTAL ASSIGNMENT FORM

Better understand the FY 2010 rollout of the President's budget.

7. Any other considerations, special requirements or comments: If you are looking for policy/budget formulation experience, this is a good opportunity.

8. Assignment Supervisor (name, position): Donna Rivelli, Acting Division Chief, Policy, Planning and Analysis Division, (301) 713-3070 ext. 132.

9. Assignment Contact Person (name and email address): Donna Rivelli, donna.rivelli@noaa.gov