

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:** Deputy Chief of the Assessment and Restoration Division
2. **Level of Responsibility** (e.g., GS13, GS14, SES or equivalent pay band): Band V
3. **Host Office** (if in NOAA, start with Line/Corporate Office down to the lowest level - e.g., Division or Branch): NOAA/National Ocean Service/Office of Response and Restoration/ Assessment and Restoration Division
4. **Timeframe** (expected start date, duration, any known time dependencies): Preference to start in the summer of 2010 for 3 months.
5. **Assignment Description** (include goals/objectives/expected outcomes):

Background on ARD: The ARD has a staff of 45 scientists, economists, policy analysts, and technical specialists who are regionally located around the country and in Silver Spring. ARD is an integral part of NOAA's Damage Assessment, Remediation, & Restoration Program (DARRP) – a cross line office matrix program consisting of ARD (NOS), the Restoration Center (NMFS), and General Counsel for Natural Resources. DARRP protects and restores NOAA trust resources by assessing environmental harm from releases of oil and hazardous chemicals into the environment, evaluating and addressing coastal contamination, and planning and implementing restoration.

The ARD Deputy Chief reports to Dr. Robert Haddad, ARD Chief. The overarching duties of the position are to manage the operational aspects of the Division and support the Chief in policy and programmatic matters. Specifically, this position involves the following duties:

Supervision of Assigned Staff – Includes direct supervision of four regional Branch Chiefs and the Chief of ARD's Spatial Data Team, management of daily administration and conduct, and supports Branch Chiefs in issues associated with training and workload management and distribution.

Program Development and Management – Includes managing organizational performance to effectively meet performance goals, working with ARD management to enhance ARD and DARRP effectiveness and visibility through the process of maintaining existing and building new partnerships, working with the ARD Chief on implementing ARD's and DARRP's strategic

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plans, managing requests to ARD for informational responses from all sources, and actively supporting OR&R, ARD and DARRP outreach efforts.

Operational Development and Management – Includes developing and maintaining the annual spend plan within the allocated budget, leading development and implementation of training programs and all hands meetings, monitoring and resolving distribution of recovered damage assessment funds, and evaluating and enhancing ARD's procurement processes.

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): this position offers the LCDP participant a challenging, multi-faceted and fast-paced experience with the opportunity to use and hone multiple competencies and skills, including: interpersonal and communication skills, creativity and innovation, strategic and visionary thinking, conflict management, team building and diversity, customer service, financial and human capital management, partnering and negotiation.
7. **Any other considerations, special requirements or comments:** The position is located in Silver Spring, MD, but may require periodic travel.
8. **Assignment Supervisor** (name, position): Dr. Robert Haddad, ARD Chief.
9. **Assignment Contact Person** (name and email address): Dr. Robert Haddad, Robert.Haddad@noaa.gov

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

Thank you!