The American people rely on the federal government to address their needs and plan for the country’s long-term security and well-being. To fulfill these responsibilities, agencies increasingly are turning to young federal employees throughout the country who excel in their current roles and would like to become our government’s next generation of leaders.

The Preparing to Lead program is a professional development opportunity that prepares federal employees for leadership roles. Participants who are early in their government careers practice strategies to help them become more effective employees and develop critical leadership skills they will be able to use throughout their careers.

Our government needs innovative solutions and guidance from strong and capable leaders. Throughout this five-month, online program, participants will learn management best practices and chart a course for their personal leadership journey, whether they work in homeland security or human resources.

PROGRAM STRUCTURE
After the Partnership holds an in-person kickoff session, the program will continue online with semi-monthly two-hour sessions. In these virtual sessions, experienced instructors engage participants in conversations and activities and around key course concepts. Participants will also work in teams to make a digital, group presentation on a leadership concept of their choice. This assignment will give participants an opportunity to hone their virtual presentation capabilities, an important skill to develop as federal employees must learn to work with an increasingly remote workforce.

HOW TO APPLY
Applications must include your personal information, professional experience and objectives, and an up-to-date resume. You do not need to complete the application in one session. You can save it and return to it later.

QUICK DETAILS
See reverse for session details

DATES
June–November 2019*

COST
$3,500

AUDIENCE
GS-7 to GS-11 federal employees

CONTACT
For more information contact Diana Starkes at dstarkes@ourpublicservice.org or (202) 292-1014.

DEADLINE
Apply by June 21

*The June kickoff session will be held in Washington, D.C. All other sessions will be held virtually.
SESSION DETAILS

Session 1: Developing Emotional Intelligence
June 25–26 (in person)
• Reflect on your path to public service
• Recognize the value of understanding your personal emotional intelligence
• Understand how emotional intelligence impacts your relationships
• Identify and pursue tangible activities to strengthen your emotional intelligence

Session 2: Building Adaptability
July 17 (virtual)
• Identify ways to stay flexible in a changing environment
• Build skills to stay resilient through adversity

Session 3: Communicating with Clarity
July 31 (virtual)
• Learn how to advocate for yourself during conversations with superiors
• Understand essential communication techniques
• Learn effective conflict-management skills

Session 4: Collaborating Effectively
August 21 (virtual)
• Learn how to build relationships with colleagues at all levels
• Identify what you can do at your level to promote better collaboration within and across teams
• Gain strategies for better managing your project teams

Session 5: Improving Customer Experience
September 11 (virtual)
• Determine your customers and your responsibilities to them
• Learn best practices for engaging with public- and private-sector customers
• Reflect on the impact improved customer service has on your agency’s mission

Session 6: Navigating Structures
October 2 (virtual)
• Understand your role within a larger organization
• Identify ways to maneuver within the system effectively

Session 7: Pursuing Innovative Solutions
October 23 (virtual)
• Learn how to develop creative solutions and ideas
• Learn how agencies across the federal government are creatively addressing difficult challenges
• Use course concepts to create innovative solutions to challenging issues

Session 8: Synthesis and Reflection
November 13 (virtual)
• Reflect on lessons learned in the program
• Discuss how to use core concepts to chart your leadership path

APPLICATIONS ARE DUE JUNE 21
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