

Army Director, Acquisition Career Management (DACM) Office



## Civilian Leader Opportunity

The Army Acquisition PROJECT Director Board  
FY17 Announcement

Announcement Opening Date: 3 October 2016  
Announcement Closing Date: 21 November 2016  
FY17 PD Board: 13 December 2016

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The U.S. Army Acquisition Support Center (USAASC) Army DACM office is pleased to announce the FY17 PROJECT Director Selection Board.

This is an opportunity to compete for a centrally selected Project Director position within one of the Army's Program Executive Offices. All Army Acquisition Workforce (AAW) professionals, GS15 or broadband equivalent who are Acquisition Corps members and Level III Program Management DAWIA certified are eligible to apply.

### **General Program Information**

Talent management is a critical function. Identifying, growing and developing our future civilian leaders is essential to the success of our acquisition programs. Civilian talent management must be a deliberate and coordinated process to optimize leader development practices and align talent with current and future Army requirements.

As part of the continuing AAW Talent Management strategy, all Army Program Executive Office, Project Directors will be filled with centrally selected civilians only. A phased approach is being utilized to sunset those personnel currently serving as Project Directors and backfill with centrally selected personnel.

A Project Director (PD) is defined as a leader for an Army acquisition system or program management office (PMO) designated by the Assistant Secretary of the Army,

Acquisition (ASA), Logistics and Technology (ALT)/Army Acquisition Executive (AAE) and managed by the Army DACM. This position is based upon the management level of intensity (Acquisition Category (ACAT)), funding profile, complexity, responsibility, span of control and life cycle phase of the program) the Army assigns to a particular weapon system or information system, but generally will be either an acquisition effort that is not a program of record or is a program of record that is post milestone C and still has cost, schedule and performance responsibilities. A Project Director is a GS15, or broadband equivalent and will be subordinate to a PEO or Direct Report Program Manager (DRPM).

Project Director positions are designated/validated by an annual ASA(ALT)/AAE Review Board (CSL Project or Product Manager/ Military Acquisition Position List (MAPL)/ Product or Project Director Review) and will be filled through this annual Centralized Selection Board process. This process utilizes standard criteria to evaluate each program for cost, schedule, performance, funding profile, ACAT level and complexity, to delineate between project/product managers and project/product directors. Current PD positions not validated by the review board will be designated as a Project/Product Lead.

The PD selection board for FY17 will be conducted in the same manner as the PM CSL board and will utilize the same procedures and board members as the FY18 CSL boards. The FY17 PD Board will immediately follow the FY18 COL/GS15 PM CSL Board. The results of the PD selection board will be forwarded to the DACM for slating by a board of directors (BOD) consisting of the DACM, Deputy DACM (DDACM), and PEOs/DPEOs.

Regional preferences will be submitted by all applicants during the application process. Applicants may choose any or all regions they wish to serve. Applicants will have the opportunity to provide a preference order for available PDs by specific location prior to slating. PDs who decline a position within a selected regional preference, do so with prejudice and cannot compete for project director for three (3) years.

FY17 Project Director vacancies will be published to the USAASC/Army DACM web site as soon as they are finalized. Go to <http://asc.army.mil/web/career-development/prod-dir/>.

(1) Project Director selectees are required to attend the Defense Acquisition University (DAU) PMT 402 course. Every effort should be made to complete these courses prior to assumption of charter, however, PDs may complete these requirements any time after assuming their positions.

(2) Selectees should also attend the Army Acquisition Leader Preparatory Course (AALPC), as space allows. The Army DACM Office will work with selectees for training quota availability and will on a case by case basis, provide funding for other training quotas or school house visits which may assist selectees with their transition to a program.

The designated Project Director tenure is three (3) years, but may be curtailed to no less than two (2) years or extended not to exceed five (5) years based on Army, program or individual needs. PD selectees will be centrally managed by the Army DACM Office in coordination with the PEO.

Post utilization is an integral piece of an effective talent management strategy. Centrally selected Project Directors can expect a multiple year timeline of education, training and broadening/developmental experiences. At any time, PDs may opt to compete for any position within the AAW. Post utilization of PDs may include a variety of senior leader training opportunities, i.e., AAE directed assignment to an Army, OSD, or Joint Staff high priority mission area; Senior Service College/Senior Service College Fellowship; PEO leadership broadening assignment; Training with Industry Assignment; or one of several other developmental assignments.

All leaders should encourage their high potential/high performing GS-15 (or broadband equivalent) acquisition civilians to apply. Civilians applying for consideration to the FY18 CSL PM Boards are encouraged to also apply for this board. The Army DACM Office will work with those civilians to ensure all application requirements are met.

### **Eligibility Criteria**

Applicant must meet **ALL** of the following requirements:

- Be a permanent Army acquisition civilian in a career/career conditional appointment in the grade of GS-15 (or broadband equivalent);
- Be a current Army Acquisition Corps member;
- Have a level III certification in the program management career field. Certification status must be reflected in Section X of the Acquisition Career Record Brief (ACRB).

### **How to Apply**

- Application must be submitted by the closing date of **21 November 2016**. Incomplete applications will be considered ineligible for consideration and will not be submitted to the FY17 Project Director Centralized Selection Board.

- Applications are an automated on-line process using AAPDS within the Career Acquisition Management Portal (CAMP)/Career Acquisition Personnel and Position Management Information System (CAPP MIS) at website: <https://rda.altess.army.mil/camp/>. Some information will be a fill-able PDF and some information must be uploaded.
- To access AAPDS, login to the Career Acquisition Management Portal at <https://rda.altess.army.mil/camp/>. Then, click “Career Acquisition Personnel and Position Management Information System (CAPP MIS)”.
- Once in CAPP MIS, click the “AAPDS” tab, and select the “Apply” link.
- Select the event titled “**FY17 Project Director Centralized Selection Board Announcement**”.

### **Application Details.**

- **Acquisition Career Record Brief (ACRB):** Ensure your ACRB is accurate prior to submitting your application. Your ACRB must reflect any and all degrees and certifications you have obtained. Applicants may update and correct specific fields of their ACRB using the edit ACRB functions within CAPP MIS.
- **Resume:** Cut and paste your most current resume in the resume section. A template is provided as a guide. It must be no more than 20,000 characters. Ensure education, training, and experience descriptions and dates match those in the ACRB.
- **Last three (3) performance evaluations:** Upload your last three AcqDemo (CCAS) performance evaluations. If you have less than 3 AcqDemo evaluations, load up to three other (i.e. TAPES, LabDemo, etc.) evaluations to meet the three total evaluations.
- **Senior Rater Potential Evaluation (SRPE):** Ensure that your most recent SRPE is in the system. To view more information on the SRPE and how to complete, visit the ‘SRPE’ tab within CAMP/CAPP MIS at <https://rda.altess.army.mil/camp/>
- **Regional Preference Form:** Go to <http://asc.army.mil/web/career-development/prod-dir/> to download the PD Regional Preference Sheet. Fill out, sign, date and upload form.
- All documents must be completed and the entire application submitted in AAPDS by the announcement closing date or the individual will not be considered. Army acquisition workforce professionals who apply with sufficient lead-time before the

closing date of the announcement will be notified if their application is incomplete. Those applicants will be given the opportunity to submit the necessary documentation prior to the closing date of the announcement.

- An accurate work number and valid official email address must be on your application.

### **Additional Details**

- Selection Board Process.

(1) All applicants will receive fair and equitable evaluation under the announcement and board process in accordance with established standards outlined in a Board Memorandum of Instruction and Department of the Army selection board requirements.

(2) The Army DACM Office receives and reviews all submitted applications for completeness and eligibility. All eligible applications are forwarded to the Centralized Selection Board for review and selection recommendations. The Centralized Selection Board will compile a primary and alternate list and forward that to the DACM for slating.

- PD Slating.

(1) PD slating will be accomplished by a board of directors (BOD) consisting of the PEOs/DPEOs, the DACM and the DDACM following the centralized selection board. Preferences submitted by the selectees will be considered by the BOD.

(2) If selected for a PD outside of an applicant's assigned geographical region, a Permanent Change of Station (PCS) will be authorized for selectees who accept the position, similar to the current CSL process.

(3) The DACM will approve the final slating.

- Notification & Acceptance.

(1) Upon approval of the PD Slate, the results will be released and each selectee will be personally notified of their selection and slating. Alternates and Non-Selects will also be notified.

(2) Upon notification, selectees must acknowledge receipt of acceptance via email within 14 business days to the Army DACM Office. The selectee must ensure that ACRB contact information is current.

(3) If selected for a CSL PM, the CSL PM position takes precedence. PDs selected and slated for a CSL PM position, will be considered declined without prejudice and may reapply for a PD position following a successful CSL PM tenure.

(4) PDs who decline a position within a selected regional preference, do so with prejudice and cannot compete for project director for three (3) years.

(5) PD placements will be executed utilizing lateral reassignment actions.

### **Additional Information and Guidance**

- The announcement will be posted on the USAASC/Army DACM Office web site at <http://asc.army.mil/web/career-development/prod-dir/>.
- Frequently Asked Questions and additional information may be found on the USAASC/Army DACM Office website at <http://asc.army.mil/web/career-development/prod-dir/>.
- Contact Mr. Norm Hilton, email: [norman.a.hilton.civ@mail.mil](mailto:norman.a.hilton.civ@mail.mil) or commercial: (703) 805-3778 for additional assistance and information.