

Senior Rater Potential Evaluation (SRPE) Senior Rater (SR) Desk Guide

WHO:	All GS12 and above Army Acquisition Workforce (AAW) civilian members
WHAT:	The SRPE is a tool to evaluate the potential of AAW civilian employees in designated grades/broadbands to perform in positions of increased responsibility for selection into senior leadership positions and programs.
WHEN:	Phased Implementation commencing 01 October 2015
WHERE:	https://rda.altess.army.mi/camp
WHY:	The SRPE is also a Talent Management tool enabling AAW SRs to identify the employees' leadership potential, helping employees identify their strengths and under developed areas, and offering suggested positions to enhance their professional development.

1. The SRPE documents an employee's leadership potential to serve in positions of increased responsibility and grade. Comments made by the SR are among the most important parts of the SRPE. Therefore, it is imperative that SRs understand its purpose and use language that will accurately and effectively convey the employee's leadership potential. This guide is intended to assist SRs and is not an authoritative document that must be followed by all.

2. **Categories:** It is recommended that raters and SRs address the following elements in the comments section of the SRPE. While failure to comment on one or more of the elements is not derogatory, it may convey the message that the employee is weak in this element. Historically employees who consistently received constructive comments on all elements do better on boards.

Enumeration: Standing among other employees in the same grade/broadband population (x number out of 100 other GS x rated by this SR)

Potential or Promotion Potential: Potential to serve in a position of increased responsibility (ready now; ready in the future with development)

Schooling/Leadership Developmental Opportunities: Potential for selection to competitive premier schools and other acquisition leadership opportunities

Leadership Positions: Potential to serve in a significant leadership position within the Army Acquisition Workforce (i.e. Key Leadership Positions (KLPs), Centralized Selection List (CSL) Project/Product Manager (PM)/Acquisition Director and/or Project/Product Director (PD) positions, etc.)

3. **Comments:** The following are examples of both "strong" and "average" comments that may be used to demonstrate the above elements. Strong comments separate the employee from his/her peers, a desirable characteristic of leadership. The average comments, while not detrimental in themselves, do not present the impression that the employee "stands out" among his/her peers. SRs must tailor comments to the employee being rated and the overall impression they wish to convey of the employee's potential. Properly written comments can clearly separate those employees with the potential to serve in central selection board positions and other key leadership positions from those employees who are good but have not yet demonstrated the level of leadership attributes needed for these positions.

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ENUMERATION

How they stand out from a population perspective. The bigger the population, the more impressive the potential, i.e. currently rated; rated over a career; rated and know;

Strong Comments:

Of the ____ (pay plan/grade profile) I rate, this employee is in the top _____%

Of the ____ (pay plan/grade profile) I have rated in my career, this employee is number ____.

Of all the ____ (pay plan/grade profile) I have known in ____ years of service, this employee is in the top _____%.

Average comments:

One of the best employees I currently rate.

In the top half of the employees I rate in this grade.

PROMOTION POTENTIAL

Strong comments:

Displays great potential for a key leadership position - promote now.

Is capable now of distinguished performance in __ (Senior Executive Service, senior headquarter position, etc.)

Promote now.

Excellent organizational skills; great communicator and leader - promote now. Promote now.

Average comments:

Is presently capable of assuming greater responsibility in present position

Displays potential for advancement to positions of increased responsibility

Select this employee for increased responsibilities

Can handle increased responsibility

SCHOOLING/LEADER DEVELOPMENT OPPORTUNITIES

Strong comments:

Send to Eisenhower now

Select now for SSC

Send to SSC ahead of peers

Average comments:

Select for leadership training

Could benefit from advanced degree

Send to SSC next year/in the future

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LEADERSHIP POSITIONS

Strong comments:

Excellent potential to serve in a key leadership position
Excellent potential for key leadership position
Will be a distinguished PM, etc.
An absolute must for PM/AD, etc.
Groom this employee for a key leadership position (appropriate for a more junior grade)

Average comments:

Is eager to demonstrate greater potential
Is capable of assuming an increased leadership role
Consider this employee for a leadership position

4. **Profile Key Points:** As SRs develop and maintain their senior rater profiles, it will become evident that they work under. Developing and maintaining SR profiles under the necessary system constraints, on occasion will require the placement of an employee in the POTENTIAL block, whom they would prefer to place in the EXCEPTIONAL POTENTIAL or HIGH POTENTIAL blocks. Strongly written comments can convey the message that the individual would have been a top-block employee had it not been for the constraints of maintaining the profile. Conversely, placing an employee in the HIGHT POTENTIAL or EXCEPTIONAL POTENTIAL block with comments that are not consistent with the placement will weaken the SRPE.

5. Strong comments that address all the elements discussed above will be more meaningful than any one individual report. The SRPE will help establish an overall impression of the employee based on the strengths and weaknesses of other files in the population. Boards will review the overall quality of the employee's SRPEs – more SRPEs equals a more accurate picture of potential.