



2018 LULAC FEDERAL TRAINING INSTITUTE AGENDA

Tuesday, July 17, 2018

LULAC FTI Agency Forums

7:00 AM to 6:00 PM	Federal Training Institute (FTI) Command Center	Room 124 B
1:00 PM to 5:00 PM	Hispanic Employment Program Managers (HEPM) Forum	Room 127 C
3:30 PM to 5:00 PM	FTI Committee Meeting	Room 124 B

Wednesday, July 18, 2018

8:30 AM to 9:00 AM	FTI Registration/Check in	Room 129 A-B
9:00 AM to 10:15 AM	FTI Opening Ceremony & Plenary Session	Room 129 A-B

Today's Leaders: Baby Boomers, Generation X, and Millennials
Oh My! All of them have to play together in the same sandbox!

Moderator: Jeffrey Vargas, CEO Generationology LLC
Panelist/s: Glorimar Maldonado, Talent Management Officer, Overseas Private Investment Corporation
Lorena McElwain, Director, Business Management and Planning Office of the Executive Director, Commodity Futures Trading Commission
Elimar C. Medina, Change Management Lead, Census Bureau
Dr. María Eloísa ("Mayita") Meléndez, Mayor of Ponce, PR
Michael Sena, Deputy Director, Office of Diversity Management and Equal Opportunity, U.S. Department of Defense

10:30 AM to 4:00 PM **FTI Young Professional & Collegiate Symposium**

Room 126 B-C

The symposium is designed to familiarize attendees with the Student Pathway Programs, scholarships, internships, educational opportunities, career opportunities, pay and benefits and recruitment incentives. The attendees will also have the opportunity to meet with representatives from the Federal Government who will share information on student opportunities in their respective agencies.

Moderator: Jose Enrique Mendez, FTI Intern, University of Georgia
Presenter/s: Karlos Del Toro, Recruitment Policy and Outreach, U.S. Office of Personnel Management,
Sadie Perez, Program Manager (HEPM), Federal Aviation Administration
Elimar C. Medina, Change Management Lead, Census Bureau
Karen Albright

10:30 AM to 11:45 AM **Veterans Symposium: Veterans Benefits**

Room 125 AB

This workshop will provide attendees with information on the various programs, benefits and services offered by the Department of Veterans Affairs to Veterans and their families.

Moderator: Dwayne E. Campbell, Hispanic Veterans Liaison, Center for Minority Veterans, U.S. Department of Veterans Affairs
Speaker(s): Toni Malgrat, RN, Department of Veterans Affairs, Phoenix VA Health Care System
Deborah Ryan, Department of Veterans Affairs, National Memorial Cemetery of Arizona
Lydia Guerrero, Department of Veterans Affairs, Prescott Vet Center
Harry Miller, Department of Veterans Affairs, Phoenix VA Regional Benefits Office

10:30 AM to 11:45 AM **SES-100: Why you might want to learn about the Senior Executive Service Room 127 A**

Our Nation's federal public service constantly needs new executive leadership. Might you just be that candidate for the Senior Executive Service (SES)? Come and learn first-hand about the SES, its keystone demographics and its critical role in leading two million plus federal workforce. Get a sense of the challenges in becoming a one of a kind. It is also a blueprint for you advancement in federal service. Ask your "burning" questions of current and former members of the Senior Executive Service who are the faculty for this session.

Note: SES-100 is the first of three sessions in this track. Session SES-101 leads you through the Senior Executive Service Executive Core Qualifications and leadership characteristics, traits and experiences one needs for successful competition for selection into the Senior Executive Service, and SES-102 guides you in preparing your application and interview.

Moderator: Norma Fuentes, Executive Administrative Assistant, FBI

Presenters: Joseph Mancias, Jr., Former Senior Management Counsel to the Director, U.S. Citizenship and Immigration Services, Department of Homeland Security
Lorena McElwain, Director, Business Management & Planning, Commodity Futures Trading Commission
Felicita Sola-Carter, Former Assistant Deputy Commissioner & Deputy Chief Human Capital Officer, Social Security Administration

10:30 AM to 11:45 AM **Understanding and Working with Generational Differences to Better Manage Generational Brush Fires** Room127 B

This workshop will provide attendees with the tools that they need to manage and lead across four generations in the workplace. The workshop will focus on:

- Generational Preferences
- Intergenerational Trust
- Intergenerational Management Plans/Communication Strategy
- Intergenerational Conflict Management

Moderator: Amneris Caba, EEO & Diversity Specialist & HEPM, NOAA
Speaker: Jeffrey Vargas, President/CEO Generationology

10:30 AM to 11:45 AM **The Leadership Toolbox: Harnessing Your Power to Influence Others and Get the Job Done** Room 128 A

There are very clear differences between being a leader and being in a leadership position. Do you know what they are? Are you guilty of just managing people rather than developing them and leading them into new and exciting opportunities?

In this workshop, you will:

- Learn to identify your personal leadership style and understand its impact
- Discover how people learn and receive information to create a more inclusive and transparent environment;
- Effectively engage individuals at all levels, disciplines and sectors to develop strong, sustainable partnerships;
- Understand and apply the concepts of personal and organizational branding;
- Learn why emotional intelligence is an essential component of leadership.

Moderator: Kimberly Helm, Community Partners Specialist, FEMA
Speaker: Glorimar Maldonado, Talent Management Officer, Overseas Private Investment Corporation

12:00 PM to 1:45 PM **Lunch**

2:00 PM to 3:15 PM

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Harry Miller, Department of Veterans Affairs, Phoenix VA Regional Benefits Office

2:00 PM to 3:15 PM

SES-101: Learn about the SES Core Qualifications

Room 127 A

Interested in becoming a SES member? Learn about the experiences that you will need that make up a successful framework. Learn what you will need to stand out in a competitive field and uncover the process to become a member of the Senior Executive Service Corps. Gain an overview of the Executive Core Qualifications (ECQs), which define the competencies needed to build a federal corporate culture that strives for results, serves customers, and builds successful teams and coalitions within and outside the organization.

Moderator: Ruven Ortiz, Client Communication Specialist, GSA
Speakers: Joseph Mancias, Former Senior Management Counsel to the Director, U.S. Citizenship and Immigration Services, Department of Homeland Security
Lorena McElwain, Director, Business Management & Planning, Commodity Futures Trading Commission
Felicita Sola Carter, Senior Executive (Retired) and Consultant; Felicita Sola-Carter Consulting

2:00 PM to 3:15 PM

Kindness and the Pursuit of Organizational Performance

Room 127 B

Kindness opens the door to a workplace of trust and teamwork. It is a positive impact on self and others is well established, allowing for greater contributions in an impersonal world often marked by cynicism and doubt. This session focuses on establishing an understanding of the concepts of kindness and compassion and how one can harness their intellectual and emotional skills to find happiness and create relationships marked by empathy and caring. The result is better organizational performance.

Moderator: Edgar Delgado, Zonal Contracting Officer-HEPM, GSA

Speaker: Dr. Patrick S. Malone, Director, Key Executive Leadership Programs
Department of Public Administration and Policy, American University

2:00 PM to 3:15 PM

Ethical Leadership

Room 127 C

Ethical leaders establish a positive environment, demonstrate integrity and make decisions that positively affect employees, customers, stakeholders and the environment in which they work.

Ethical leadership is directed by respect for ethical beliefs and values and for the dignity and rights of others. It is related to concepts such as trust, honesty, consideration, charisma and fairness. A leader's choices are also influenced by his moral development. An ethical leader demonstrates integrity and makes the right decision that positively affects customers, employees, stakeholders and the environment.

This workshop will cover the basis of individual ethical behavior, the impact of ethical choices, and the importance of ethics to leaders. This interactive workshop will provide scenarios to examine ethics and its significance to leaders and the business world. Participants will explore ethics in the federal government, and self-examine their own ethical standards regarding workplace issues.

Moderator: Amneris Caba, EEO & Diversity Specialist & HEPM, NOAA
Speaker: Vickye R. Byron, President/CEO Ray B Consulting, LLC

2:00 PM to 3:15 PM

Sexual Harassment: Prevention is the Key to an Inclusive and Respectful Workplace

128 A

Sexual harassment is a serious subject. Lately you may have seen high profile figures, accused of sexual harassment and the consequences of such behavior. It can destroy a person's aspirations/career, create costly lawsuits, loss of employee morale, and affect the agency's public image. What does this mean for you, as a future leader? Remember always lead by example. You must look at your own behavior to make sure that you create an inclusive and respectful work environment.

In this session, the presenter will use instructive scenarios and group discussion to explore how to identify, prevent and correct workplace sexual harassment. Participants will leave with the following: the legal definition and forms of sexual harassment; protections against retaliation; and who a better understanding of who can be a harasser and who can be a victim of such behavior in the workplace.

Moderator: Glorimar Maldonado, Talent Management Officer, Overseas Private Investment Corporation
Speaker: Virginia Andreu, Attorney Advisor, Federal Sector Programs, Office of Federal Operations, Equal Employment Opportunity Commission.

3:30 PM to 4:45 PM No One Said it would be Easy, Why Leading People is so Hard!

Room 127 A

When leading people, an exceptional leader must be able to manage more than each individual, but rather address the dynamics that exist among team members, the organizational environment, and the policy parameters that exist.

In this workshop, participants will learn about the role that creating an inclusive culture plays in optimizing organizational performance and truly leading people to ultimate engagement and sense of belonging. Leaders who know themselves, focus on people, processes, and performance are leaders who create a culture that enables employees to perform at their highest levels. Participants will assess their own perceptions and skill sets in leading others and will become aware of the challenges we face when leading groups of diverse employees.

Moderator: Sherry Dawson, Acting Division Chief, Federal Communications Commission

Speaker: Dr. Zina B. Sutch, Ph.D., Deputy Associate Director, Outreach, Diversity & Inclusion Center, Office of Personnel Management

3:30 PM to 4:45 PM Becoming a Superhero: Agents for Change

Room 127 B

What do you feel when you face change? Fear or Fierce? Change can be scary, intimidating, exciting and empowering - sometimes all at once. How can you develop the ability to lead others through change and be repeatedly poised to "save the day"? This workshop will give you guidance and exercises for increasing your mental flexibility and resiliency so you can better manage change and avoid your personal kryptonite. Then tools for enhancing strategic thinking and developing longer term organizational visions will be provided to help you unleash your change agent superpowers.

Moderator: Kimberly Helm, Community Partners Specialist, FEMA

Speaker: Denise Viera, Senior Advisor, U.S. Department of Justice

3:30 PM to 4:45 PM Emotional Intelligence in Relationship to the Executive Core Qualifications Room 128 A

Understanding the need for Emotional Intelligence as an executive is the most important element for success. This interactive workshop will show you how to use simple surveys, evaluate yourself on applied EI in the workplace and determine if you are in need of behavior changes that are needed to move forward.

Moderator: Ana Valentín, Enterprise Services Program Manager, NOAA

Speaker: Brenda DePuy, President, DePuy Associates

Thursday, July 19, 2018

9:00 AM to 4:00 PM **FTI Young Professional & Collegiate Symposium**

Room 126 BC

The symposium is designed to familiarize attendees with the student pathway programs, scholarships, internships, educational opportunities, career opportunities, pay and benefits and recruitment incentives. The attendees will also have the opportunity to meet with representatives from the Federal Government who will share information on student opportunities in their respective agencies.

Moderator: Elimar C. Medina, Change Management Lead, Census Bureau
Speaker/s: Sadie Perez, Elimar C. Medina, Karlos Del Toro, Jeffrey Vargas, Karen Basnight, Glorimar Maldonado, Jimmy Ortiz, Denise Viera

9:00 AM to 10:15 AM **SES 102: Guidance for Preparing your SES Application**

Room 127A

This workshop provides you guidance for preparing your application from former, current Senior Executives and Senior Executives who have served on the Office of Personnel Management's Qualification Review Board. They will also share what to expect during an interview by senior executives.

It's five stories about you! Its stories about what challenges you have undertaken and solved. Its factual stories about yourself on why you are ready to be a member of the Senior Executive Service. It is going to take you several months to write your leadership autobiography! This session provides a glimpse on the journey of your stories eventually being presented to OPM's Quality Review Board of career Senior Executives for certification, the final step for selection once nominated by your department or agency.

Moderator: Luis Medina, Sr. Digital Media Analyst, GSA
Speakers: Joseph Mancias, Former Senior Management Counsel to the Director, U.S. Citizenship and Immigration Services, Department of Homeland Security
Lorena McElwain, Director, Business Management & Planning, Commodity Futures Trading Commission
Felicitia Sola Carter, Senior Executive (Retired) and Consultant

9:00 AM to 10:15 AM **No One Said it would be Easy, Why Leading People is so Hard!**

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Moderator: Leslie Chay Gonzalez, Program/Project Manager, GSA

Speaker: Dr. Zina B. Sutch, Ph.D., Deputy Associate Director, Outreach, Diversity & Inclusion Center, Office of Personnel Management

9:00 AM to 10:15 AM **Dynamic Interviewing Techniques**

Room 127 C

First impressions do count, and so do the following 30 minutes during your job interview! Naturally, interviewers will form first impressions when they meet you, so you need to pay attention to how you present yourself from the very first moment you enter the interview. However, once the interview starts the emphasis is not just, on what you bring to the table as far as experiences and skills. Interviewers will pay much attention to how you present the information. You must present your experiences in an organized and engaging manner. In this workshop, you will learn how to prepare for behavioral interviews, and will practice answering questions using the STAR method to ensure you cover relevant and impactful details and leave out the fluff.

Moderator: Alesia Rose, Hispanic American Outreach Program Manager, CIA

Speaker: Cristina Temboury, Program Manager, Central Intelligence Agency (CIA)

9:00 AM to 10:15 AM **Be the CEO of your own career!**

Room 128 A

Analyze the Strengths, Weaknesses, Opportunities and Threats (SWOT) that may impact your career!

SWOT is a strategy method that can be used to focus in areas involved in a project, organization or personal planning. This workshop will assist you in developing a career strategic plan with the use of a SWOT analysis. It will examine your strengths, competencies and the gaps you need to fill to be ready. Three points will be considered: experience, strengths and leadership competencies. These will help you develop your plan and better determine how to build a solid foundation to move forward. Attendees should bring their resume to complete the analysis.

Moderator: Jimmy Chavez, HR Specialist, FAA
Speaker: Brenda DePuy, President, DePuy Associates

10:30 AM to 11:45 AM **FEMA: Building Partnerships to Prepare for Disasters**

Room 125 AB

Preparedness is a shared responsibility; it calls for the involvement of every person, business and organization — not just the government — to increase resilience efforts across the Nation.

Collaboration is key to success in any disaster preparedness efforts. We need to change the narrative about how we prepare ourselves for disasters. By working together, we can help keep the nation safe from harm and create resilient cities and towns that can recover quickly when struck by hazards, such as natural disasters, acts of terrorism, and pandemics. This workshop will review the concept of whole community in preparedness efforts; the importance of understanding local hazards and risks that can affect your community, of collaborating with other community groups to educate citizens on how to prepare, and how to access preparedness information and resources. Workshop participants will benefit from hearing emergency management experts at the government level and non-governmental organizations that have responded to emergencies.

Participants will be provided with resources in both English and Spanish.

Audience: This workshop is for leaders in non-profit groups, faith-based and community organizations, schools and academia, and small business owners.

Moderator: Kimberly Helm, Community Partners Specialist, Federal Emergency Management Agency (FEMA)

Speaker/s: Robert Pesapane, Director, National Preparedness Division, FEMA
Whitney Hensiak, Voluntary Agency & Private Sector Liaison, Arizona Dept. of Emergency/Military Affairs (DEMA).
Lisa Jones, Director, City of Phoenix Office of Homeland Security and Emergency Management
Beth Boyd, Regional Disaster Officer (AZ/NM/El Paso)

10:30 AM to 11:45 AM **Mentoring and Intergenerational Relationships**

Room 127 A

Do you want to find the perfect mentor? Are you ready for someone to help you become a great leader? Are you someone who mentors and you are looking to connect with a new generation? This workshop is for you if you are ready to enhance your ability to be a great mentor or mentee by understanding mentoring through a generational lens. This workshop will help you understand what all four generations want in a mentoring program and effectively participate in an intergenerationally focused mentoring program. The workshop will focus on three key concepts: *Know Your Why - Mentor/Mentee Selection*

and Program Start, Four Secrets to Building a Sustainable Mentoring Relationship: Leveraging the Mentor/Mentee Relationship.

Moderator: Kristina Harris, Communication Specialist, FAA
Speaker: Jeffrey Vargas, President/CEO Generationology

10:30 AM to 11:45 AM **Outclass the Competition:**

Room 127 B

Business Etiquette, Networking, and being Political Savvy

This participative seminar will help incoming leaders on how to distinguish themselves from the competition, how to make an entrance and work the room, handshaking- the ultimate greeting, introducing themselves, eye signals, and how to improve their mingling skills proficiency and much more. The seminar aims to utilize and uncover the link between the “savvy” principles and the development of ethical and effective leadership practices through interactive dialogue to address the relationships between leadership and organization politics.

Moderator: Ana Valentín, Enterprise Services Program Manager, NOAA
Speaker: Jimmy Ortiz, Manager, International Postal Relations, USPS

10:30 AM to 11:45 AM **Resume Renovation: How to Land the Job!**

Room 127 C

Interviewing and resume writing can be one of the most stressful parts of a job search. How you present yourself, in person and on paper, is the number one factor in determining who gets the job. This one-hour workshop covers the fundamentals of resume writing, accomplishment statements and more.

What you will learn:

- What a Federal resume is and what information should be included
- How to determine what key words to use in the Federal resume
- A proven technique that you can use to write stronger accomplishment statements

Moderator: Jose Enrique Mendez, FTI Intern, University of Georgia
Speaker: Elimar C. Medina, Change Management Lead, Census Bureau

10:30 AM to 11:45 AM **Branding for Impact**

Room 128 A

What is it about certain people that screams I am a leader? Sometimes we just know it when we see it. This session examines to often hidden aspects of a leader’s aura and discusses the skills necessary to create and manage presence in an organization.

Moderator: Heidi Ortiz, Hispanic/Special Emphasis Employment Program Manager, DOL
Speaker: Dr. Patrick S. Malone, Director, Key Executive Leadership Programs
Department of Public Administration and Policy, American University

12:00 PM to 1:45 PM **Lunch**

2:00PM to 3:15 PM **How to Access: Hispanic and Other Race, Ethnicity and Ancestry Data** **Room 127A**
from the U.S. Census Bureau

For agencies to continue to address Hispanic under-representation and challenges in identifying & attracting candidates in diverse communities, data is more critical than ever. Learn to access EEO Tabulations to inform your educational and public outreach programs and develop strategies to create meaningful partnerships that will strengthen your mission.

Moderator: Eduardo I. Guity, Program Analyst, Census Bureau
Speaker: Armando Mendoza, National Account Manager, Census Bureau

2:00 PM to 3:15 PM **Mystery, Magic or Mastery: Developing Business Acumen** **Room 127 B**

Change: Done it! People: Led them! Results: Got those! Coalitions: Of course! Business Acumen: What is that?

Many people, particularly in government, struggle with understanding and demonstrating business acumen. What is Business Acumen? How does it relate to other leadership skills and the ECQs required to advance to senior leadership roles? How do you develop it? How do you measure it? How can you highlight your business acumen even when you have never worked in information technology, human resources, or financial management?

This workshop will remove the mystery by helping you better understand business acumen; share the magic by highlighting how your experiences relate to this elusive arena, and promote mastery by showing you how to develop new skills.

Moderator: Leslie Chay Gonzalez, Program/Project Manager, GSA
Speaker: Denise Viera, Senior Advisor, U.S. Department of Justice

2:00 PM to 3:15 PM **Branding Yourself: How to Create a Professional Portfolio** **Room 127 C**

Branding Yourself: “How to Create a Professional Portfolio” Stand out from the rest! How are you different? Learn how to develop and use a professional portfolio to demonstrate your experience, knowledge, skills, abilities, and how you add value. This workshop will provide you with tools and tips on how to track, summarize, and display your professional and personal accomplishments to help market yourself during a job interview, an informational interview, and your annual performance evaluation.

Moderator: Edgar Delgado, Zonal Contracting Officer, HEPM, GSA
Speaker: Kimberly Castillo, Hispanic Employment and Development Diplomat in Residence Program Manager, U.S. Agency for International Development

2:00 PM to 3:15 PM **Communicating for Results: Better Leadership through More Effective Communication** **Room 128 A**

Effective communication—being able to get your message across in a positive and influencing way—is an essential component of leadership. In fact, great leaders are great communicators! In this workshop, you will receive the practical tools and techniques needed to establish results-oriented relationships with colleagues, customers and executives, and communicate with anyone in any environment through compelling messages.

Moderator: Ana Valentín, Enterprise Services Program Manager, NOAA
Speaker: Glorimar Maldonado, Talent Management Officer, Overseas Private Investment Corporation

3:30PM to 4:45 PM **Negotiating Skills** **Room 127 A**

Negotiating skills are one of the most wanted skills in the workplace today. This session will focus of negotiating to get what you want for your career advancement and happiness at work. Whether you receive a job offer or are already employed and need a change, negotiating to get what you want is a process and requires preparation and skill. Through discussions and interactive exercises, we will explore understanding what is it that you want; dealing with negotiating anxiety; preparing for the negotiation; conducting the bargaining and sealing the deal. You will walk with tools and resources to prepare you to negotiate for what you need at any stage in your career but that also apply to negotiating anything in life.

Moderator: Ana Valentín, Enterprise Services Program Manager, NOAA
Speaker: Cristina Temborry, Program Manager, Central Intelligence Agency (CIA)

3:30PM to 4:45 PM **Always On-Success as a Leader** **Room 127 B**

This workshop will introduce participants to the personal and professional attributes, known as Fundamental Competencies, critical to success as a leader and, specifically, a member of the Senior Executive Service. Self-awareness is the first step in the process of mastering: interpersonal skills, oral communication, integrity/honesty, written communication, continual learning and public service motivation. Participants will explore their individual readiness and will gain insights into how to master each of the competencies.

Moderator: Charmaine McDaniel, EEO Program Manager, DEA
Speaker: Felicita Sola-Carter, Senior Executive (Retired) and Consultant

3:30PM to 4:45 PM

The Soft Stuff is the Hard Stuff

Room 127 C

Technical skill is crucial for success, most of the time! Public servants with strong technical expertise are certainly valuable. Nevertheless, the fact of the matter is that technical prowess is not enough. Relationships are what make organizations work to their best potential and or the foundation for effective leadership. This session explores what makes quality relationships both in and out of the workplace. Participants address the role of trust and empathy as tools to build meaningful and productive connections with those they lead.

Moderator: Belen Sanchez Leos, Occupational Safety and Health Specialist, DOL
Speaker: Dr. Patrick Malone, Director, Key Executive Leadership Programs, American University

3:30 PM to 4:45 PM

One-on-One Chats with Your Workshop Presenters

Room 128 A

Do you still have questions on what was discussed in your workshops? Make an appointment, take this opportunity to get them answered, and connect with the amazing FTI faculty members.

Speakers: 2018 FTI Faculty

Friday, July 20, 2018

9:00 AM to 2:00 PM

Federal Training Institute (FTI) Youth Symposium

Room 126 BC

The key objective of this event is to provide participants with information that may help reduce dropout rates, address current issues that may affect their future, and provide them with motivation and tools to help them continue their education. We know that once students learn more about the endless opportunities to succeed before them, their lives may be changed.

This symposium empowers students with information about leadership, diverse Opportunities that exist within the federal government (civilian and/or armed forces), while also focusing on leadership skills, academic and professional goals. Throughout the day, attendees will interact with representatives from different agencies who will provide guidance regarding scholarships, internships and employment opportunities for current high school students. Lunch will be provided.

9:00 AM to 12:00 PM

FTI-Train the Trainer “Cultivating Talent for Tomorrow Effectively Guiding Students towards their Ideal Federal Career **Room 127 A**

Join seasoned Federal recruitment experts from the U.S. Office of Personnel Management and other agencies in this deep-dive into Federal careers and employment. This session is

7/5/2018 12:39 PM

beneficial for Career Services professionals, college staff and/or other individuals assisting students in securing future employment. The information received will be of benefit and can assist students/clients seeking guidance on first steps to get into the Federal Government or is experienced professionals looking for a career change, as they may not know where to begin.

This exciting, interactive session will offer an overview of the Federal competitive civil service hiring process; an understanding of what types of jobs are available; practical tips on guiding students in Federal career exploration, and simplify the Federal application process. Attendees will learn several ways in which the Federal Government hires and will receive a primer on searching and applying for Federal jobs using the USAJOBS website. In addition, participants will learn more about the Pathways Programs for students and recent graduates, including how interns are hired. You will leave the session better prepared to guide your students as they navigate the Federal employment process.

Speakers: Karlos Del Toro, Recruitment Policy and Outreach, U.S. Office of Personnel Management
Glorimar Maldonado, Talent Management Officer, Overseas Private Investment Corporation

9:00 AM to 12:00 PM **Evaluating your ECQ Writing –** **Room 127 B**
Focus on ECQ 1/2 - Leading Change/Leading People - the two critical areas

This course will require pre-class preparation.

This fast-paced, hands-on workshop will evaluate a Leading Change example and a Leading People example describing how you led people through a major change. Participants **MUST** bring a one-page ECQ draft story of Leading Change and one of Leading People through a major change. Put both in the Challenge, Context, Action and Result (CCAR) format – 12 font and double-spaced - to be admitted to the session. This workshop will use peer review and a structured checklist to evaluate the draft, after a short slide presentation.

Moderator: Sadie Perez, Team Lead & National Hispanic Employment Program Manager, FAA

Speaker: Brenda DePuy, President, DePuy Associates

9:00 AM to 10:15 AM **Outclass the Competition** **Room 127 C**

This participative seminar will help incoming leaders on how to distinguish themselves from the competition, how to make an entrance and work the room, handshaking- the ultimate greeting, introducing themselves, eye signals, and how to improve their mingling skills proficiency and much more. The seminar aims to utilize and uncover the link between the “savvy” principles and the development of ethical and effective leadership practices through interactive dialogue to address the relationships between leadership and organization politics.

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Speaker: Jimmy Ortiz, Manager, International Postal Relations, USPS

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example. You must look at your own behavior to make sure that you create an inclusive and respectful work environment.

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