

TRAINING OFFICERS CONSORTIUM



A COMMITMENT TO LEARNING SINCE 1938

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FROM PEER TO LEADER: SUCCESSFULLY NAVIGATING THE TRANSITION TUESDAY, SEPTEMBER 12, 2017

The most important responsibility and challenge of any supervisor is managing people and relationships. One of the most difficult of those relationships to navigate is supervising former peers.

Prior to being promoted, former peers were our main support systems on the job. They provided subject matter expertise, camaraderie and often, a shared perspective of upper management and the agency as a whole—a perspective that has changed dramatically now that we are part of management. More importantly, many former peers are undoubtedly good friends.

This Professional Development Session, with Dr. Carolyn C.W. Hines, will unpack the changing relationship dynamics inherent in supervising or leading teams of former peers and present specific techniques and strategies for success in navigating this transition.

Dr. Hines is a long time instructor, facilitator, coach and consultant for the Graduate School USA. She works primarily with the Graduate School's Leadership Development programs, facilitating training and learning experiences for high-potential employees moving into leadership positions.

For more than 20 years, Dr. Hines served as President and co-owner of C&W Associates, Inc., a Newport News, Virginia-based human resources development corporation employing 300 plus persons. Currently, she is President of C.W. Hines and Associates, Inc., specializing in leadership development, executive coaching, workforce diversity, management consulting and training, emotional intelligence skill building, organizational development, collaborative technology based strategic planning, and team building.

Dr. Hines has an extensive educational and professional background. In addition to her undergraduate and three graduate degrees, she has completed post-graduate work in Research Analysis, Strategic Planning, Workforce Diversity, Training and Development, Personnel Management, Business Administration and Human Resources Development, Executive Coaching and the Center for Creative Leadership. A popular keynoter, Dr. Hines is an internationally ranked public speaker. She is a licensed trainer and consultant in both the public and private sectors in several areas. Her National Productivity Improvement Model contributed to her selection as a finalist as a White House Fellow.

This Professional Development Program will cover competencies in leading change (flexibility, resilience, vision) and leading people (developing others).



THE SEARCH FOR YODA – MY MENTOR YOU WILL BE? FREE TOC WEBINAR: SEPTEMBER 26TH @ 12:00 PM EST



Ever thought about being a mentor or even getting a mentor for yourself? Let’s face it - in times like this, we all need a “Yoda” - a master of experience who can help us find the way forward!

For our September Professional Development webinar, Deb Schweikert will discuss why you should be a mentor/mentee and provide guidance on how those relationships can be effectively established. As an executive with more than 20 years of experience in the federal government, she worked for the U.S. Department of Education prior to joining the FDIC Office of Inspector General (OIG) in 2011 as Assistant Inspector General for Management.

When Deb is not managing her Office responsible for handling the management operations functions for the OIG to include IT, budget, contracting, HR, employee training and development, and records management related - you can find her speaking to numerous government employee groups on the value of mentoring, especially for women. She holds a B.A. degree from Ohio Wesleyan University and an M.A. degree from The Ohio State University in counseling psychology, a degree that serves her amazingly well in her current position. Deb wants to live in a world filled with innovative succession planning, a commitment to employee growth through mentoring, policies written in such a way that people can actually follow them, and a force field around her home keyboard that repels cats!

Don’t miss this webinar at 12:00 pm EST on Tuesday, September 26, 2017. This event is free to attend for all TOC Registrants. **Watch for more details via email SOON!**

**Do or Do Not
there is no try
- Yoda**

WHAT DOES TOC MEAN TO YOU?

Each month, we set aside a part of our Newsletter to share some feedback and thoughts of our registrants. We believe this gives registrants and potential registrants an idea as to who TOC is and what we do for the training community. Since the Annual Institute is HERE, the registrant quote is taken from 2016 survey focused specifically on the Institute.

“TOC has provided a wealth of information that I can take back to the office and begin to utilize immediately. I love how TOC has provided speakers who are extremely knowledgeable and present their content in a fun and memorable fashion. I liked that the presenters got participants totally involved.”

LaTonya Knight, Broadcasting Board of Governors

Free Resources for Training Professionals
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GET A FREE ETHICS APP FROM U.S. DEPARTMENT OF AGRICULTURE!

The U.S. Department of Agriculture has developed a new Ethics App that is available for free download to anyone with a smart phone or tablet from either the iOS App Store (Apple) or Google Play (Android).

This interactive mobile app provides USDA employees – and other Federal government employees – with a well-organized Ethics Library containing short easy-to-read summaries of the Federal ethics rules and the Hatch Act's limitations on political activity. The app also includes a series of ten short videos in a comprehensive Ethics Video Library, so that employees can quickly become more aware about these important rules, anytime, whether in the office, off-site, or on official travel. The app also contains a handy Resources sections for USDA employees to be able to readily contact an Ethics advisor at the USDA Office of Ethics.

As with any ethics resource, however, since ethics determinations are often fact-specific, employees are always strongly encouraged to contact their respective agency Ethics Advisors with any ethics questions. The app is a useful tool to raise awareness, but is not a substitute for the individual advice provided by an experienced Ethics Advisor. Agencies' Ethics Officials who have questions about the Ethics App may contact Stuart Bender, Director of the Office of Ethics, at DAEO.ethics@oe.usda.gov.

OPM ANNOUNCES NEW FRAMEWORK FOR THE CONTINUING DEVELOPMENT OF FEDERAL SENIOR EXECES

Federal agencies are legally required to establish programs for the continuing development of their senior executives per 5 CFR 412.401(a). Initially, these programs must include preparation, implementation, and regular updating of an Executive Development Plan (EDP) for each senior executive. This framework extends the information and guidance provided in OPM's Supervisory and Managerial Frameworks and Guidance and focuses on the capstone level of the Federal leadership journey. OPM's suite of frameworks are intended to assist senior leaders with effective agency talent management and succession planning efforts, and to assist agency instructional designers and training managers to chart leadership development. Executives are also encouraged to review the framework to assess their current state of development and create an EDP to strengthen specific competencies.

The Framework for the Continuing Development of Federal Senior Executives is the result of OPM's partnership with the Federal Chief Learning Officers Council (CLOC). The CLOC working group incorporated in the guidance mandatory training, recommended key leadership behaviors, developmental objectives, and developmental opportunities at each specific stage of an executive's lifecycle.

The Framework for the Continuing Development of Federal Senior Executives will be located on OPM's Manager's Corner, a cost-free web portal containing leadership development resources, accessed through HR University (www.hru.gov). Agencies are further encouraged to continue sharing additional course information and training solutions that align with this framework and guidance. For policy questions relating to this new product or general executive development, please contact Julie Brill (Julie.Brill@opm.gov) at 202- 606-8046 or Yadira Guerrero (Yadira.Guerrero@opm.gov) at 202- 606-7954.

Important News!!!
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BE A PART OF MAKING TOC CONTINUOUSLY BETTER!

During last May's Professional Development Session, Elaine Thomas from the Lab at OPM, discussed Human Centered Design and its enormous potential for learning and development.

Human-Centered Design navigates complex problems to creatively design effective solutions to meet real needs. TOC is now going to apply what we learned to make TOC a continuous improving organization! We will leverage the Lab at OPM for our own Human-Centered Design workshop on September 19. We will explore how we can recruit and retain registrants in support of our mission to provide knowledge and networking forums for the Government learning community. This is all in support of building a highly skilled Government workforce. With the assistance of TOC Board Members along with current and past registrants, we look forward to designing a creative strategy to build the TOC network.

If you want to know more about working with the Lab or have an idea to share, contact the Recruitment, Marketing, and Retention Team: Meg Bowman, Chris King, and Laniera Jones.

TOC 2018 ANNUAL INSTITUTE IT'S TIME FOR S.M.I.L.E.S!

APRIL 22-25, 2018

Join us April 22nd-25th in 2018 for training, education and learning that is all S.M.I.L.E.S. This is your opportunity to Succeed, Motivate, Inspire, Lead, Empower and Shine. The TOC Annual Institute provides a dynamic, engaging opportunity for members to build leadership skills and participate in active workshops. Set at the Founders Inn in Virginia Beach, Virginia, you'll be sure to recharge your energy while recharging your skills. Watch for more information in future newsletters!

TOC GIVES BACK TO THE COMMUNITY

Each year, TOC gives to the learning community in DC by sponsoring a number of scholarships for local youths from the area. This year, TOC gave scholarships to three individuals totalling \$15,000. The recipients are shown below accepting their scholarship from TOC.



From Left: Carlos Campos & Antawan Taylor
Both with their parents



From Left: Phyllis McKoy, Rhonda Carter, Karen Hoffman,
UDC representatives: Edna King & Rodney Trapp

2018 TOC Board Composition

See Details on Page 5



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2018 Institute Chair

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2018 Institute Vice-Chair

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SEPTEMBER 12, 2017

PLACE: Fort Leslie J. McNair Officers' Club, 4th & P Streets, SW, Washington, D.C.
For directions, http://www.trainingofficers.org/directions_to_ft_mcnair.php

TIME: 11:30 a.m. to 1:30 p.m. Please be seated promptly at 11:45 a.m.

COST: \$40 or 2017-2018 Professional Development Program registration.

RESERVE: If you have not registered for 2017-2018, call the TOC Information Line 202-973-8683, or the TOC FAX Line 202-331-0111 to reserve a place for this month's program.

PARKING: There is parking in the lot near the tennis court. If you arrive and see orange cones in the Officers' Club parking lot, please feel free to move them and park.

TRAINING OFFICERS CONSORTIUM

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