



NORTHEAST REGION TRAINING EXPRESS

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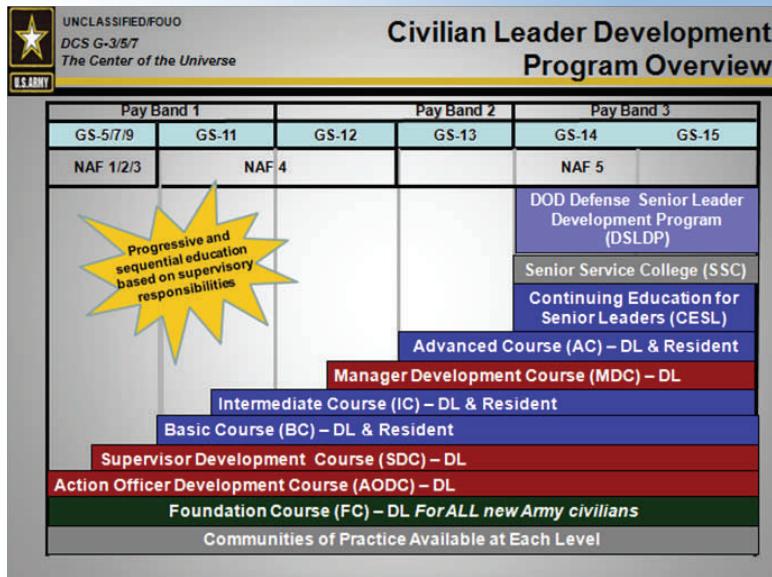
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Did You Know?

Entering Civilian Training
Completions into the Defense Civilian Personnel Data System (DCPDS) will ensure your training has been documented and will stay with you as long as you are employed in DoD.

Civilian Education System

Civilian Education System (CES) is dedicated to providing progressive and sequential civilian leader development and education opportunities for Army civilians throughout their careers. As shown by the chart below, CES courses are available at any given stage in your employees' careers.



These courses are all centrally funded, meaning there is no cost to the employees' organization. First priority for attendance is given to team leaders, supervisors and managers, but historically there has been ample room for all other applicants. Further details about each course, can be found at the Army Management Staff College's CES website: <http://www.amsc.belvoir.army.mil/ces/>

Employees may apply for CES Courses on the CHRTAS website:

<https://www.attrrs.army.mil/channels/chrtas/>



Did You Know?

Non-Government Training Approval

Prior Approval required by someone who has the Delegated Training Authority and training. Late Requests must be disapproved. Employees are responsible for training costs if they fail to get prior approval. Exception: If due to administrative error.

Continued Service Agreements

Required for Government Training in excess of 80 hrs in a single program. Obligation is at least three times the length of the training. If no salary received during training, obligation is for a period equal to the length of the training. Employee must notify agency in writing 10 days or more in advance of leaving.

What is Army Civilian University?

Army Civilian University (ACU) is the emerging institution charged with the development and oversight of an enterprise approach to civilian education.

Currently headquartered at Fort Belvoir, VA, ACU is not a physical place where civilians attend - like the Army War College. Rather, it is the organizational unification of select academic institutions that primarily serves civilians in support of the Army mission. ACU was created to achieve greater visibility and opportunity for civilian personnel -- while having the adaptability and assets to provide civilians the training that Army and its commanders need most.

ACU supports U.S. Army Training and Doctrine Command's (TRADOC) establishment of integrated curricula with a standardized, competency-based approach to civilian education and leader development. While ACU will be focused on providing civilians the training the Army needs - and much of this education will be accredited by universities - it is not foreseen at this time that ACU will award academic degrees. Army Civilian University, the institution created last year with the mandate to integrate and optimize Army civilian development and training, took its first major step January 30, 2009 by assuming oversight of Army Management Staff College at Fort Belvoir, VA. In July 2007, the Secretary of the Army and Chief of Staff of the Army approved Army Initiative 5, "Accelerate Leader Development," giving TRADOC executive agency responsibility for leader development and establishing ACU.

Although ACU's development is in its early stages, the institution's impact over the long term will be significant for the Army. ACU expectations are to:

- ◆ Enhance the Army's capability to deliver training to the Civilian. Produce trained and ready adaptive Civilian leaders who are strategic thinkers.
- ◆ Prepare leaders to operate across the full spectrum of operations in an environment of persistent conflict. Strengthen the quality of each individual educational institution by ensuring appropriate investment in faculty and facilities while developing strong research and publication programs.
- ◆ Create leader development strategies and education systems for Army Civilians, as well as synchronizes an enterprise of well-integrated institutions, building linkages with the larger academic community.
- ◆ Assist the Army to develop a clear positive civilian identity, while streamlining leader development and providing cross-functional opportunities.
- ◆ Ensure the Army leadership model keeps pace with change and resourcing challenges of the Civilian Corps and the increasing role of Civilians in leadership positions.
- ◆ Streamline activities and operations together into a leader development and education enterprise that develops distinct competency-based learning models.

Change Management Course



If there is one constant in today's business environment it's change; and all of us adapt to change differently. Whether arising from economic, political, technological, cultural, or societal sources, the pace and complexity of change contribute to intense emotions that play out in organizations (and outside of them as well). As a result, the North East Region HRDD developed a 2-3 hour session to help employees deal more effectively with organizational change.

In March, after consulting with the garrison commander at Fort Dix, Frank Trout and Henry Vargas of the North East Region HRDD conducted six of these sessions to help employees deal with changes resulting from the upcoming Joint Basing. Over five hundred Army civilian personnel affected by the Joint Basing attended. Some of the topics discussed were: What is change? Phases in the change process, Are you open to change (assessment), How to make change work for you, and Creating a personal mission statement. The outcomes of these sessions were a better understanding of the change process and some tools to help employees deal effectively with change.



NER HRDD Course Requests

Is there a course you would like to take that we do not currently offer? Let us know by emailing:

nehrdinfo@conus.army.mil

Call For Nominations For Two Department of Defense

Nominations are being solicited for two prestigious awards:

Department of Defense (DoD) Distinguished Civilian Service Award. Presented annually by the Secretary of Defense to a small number of DoD civilian employees whose careers reflect exceptional devotion to duty and extremely significant contributions of a broad scope to the efficiency, economy, or other improvement in DoD operations.

David O. Cooke Excellence in Public Administration Award. An award for non-managerial career employees who, as of 31 Dec 08 have three to ten years of Federal career service, and demonstrate great leadership potential as a future Federal executive. Nominees must emulate Mr. Cooke's dedication to service while helping to promote and effect cooperation and improvement in the Department.

Nominations must be submitted through the chain of command, including endorsement by appropriate HQDA Principal Officials. Documents should be forwarded to:



News

Does your organization have training news to share? If so, we'd love to have contributions. Please send articles to the Northeast Region Training Express at

NEHRD@conus.army.mil

Continuation from Call For Nominations For Two Department of Defense (DoD) Award

Human Resource Management Directorate

Office of the Administrative Assistant to the Secretary of the Army

Human Resources Management Directorate LMER/Program Management Division

Attn: Towanna Brooks-Thomas

2530 Crystal Drive, Suite 8024B

Arlington, VA 22202

Deadline for receipt of nominations by HRMD is 2 April 2009. Electronic copies of the award nomination documents may be forwarded by email to:

Towanna.brooksthomas@us.army.mil

However, original documents must still be received at the address above. For copies of the required documents contact Mr. Henry Vargas at 410-306-1202 or DSN 456-1202.

Academic Advancement Program

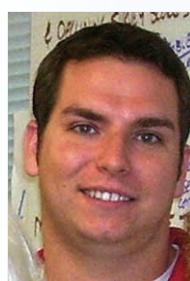
In recent years the Army's Civilian Human Resource (CHR) community has been going through a transformation. In order to continue to help accomplish its mission, the NE Region CHR community has initiated the Academic Advancement Program for HR professionals. The program enables eligible members of the Civilian Human Resources Agency (CHRA), Northeast Region, to receive funding for approved academic courses, as always, depending on available funding.

The program is limited to part-time academic training in support of mission-related competencies. Justifications must reflect that courses are directly related to job competency or support a planned career assignment. It is not intended to qualify employees for new positions, provide a chance to obtain a degree, or establish and maintain the highest standards of performance, although it may have that effect in some cases.

To apply for the fall semester of 2009, your application must be received by 1 June 2009. Eligibility requirements and an application package for the Academic Advancement Program can be obtained by going to:

<http://cpolrhp.belvoir.army.mil/ner/training.htm#dl>

Hail



The Civilian Human Resources Agency, Northeast Region Human Resources Development Division, (CHRA NER HRDD) has welcomed Human Resource Specialist Multifunctional Intern, Adam Herman to our team. Upon graduation from the University of Delaware, Adam accepted an intern position in the APG CPAC. He holds a Master's Degree in Organizational Effectiveness, Development and Change. His expertise will be put to use as our HRDD mission evolves due to the Human Resources Transformation.

Northeast Region HRDD Lending Library

CHRA Northeast Region HRDD is proud to introduce our [Lending Library](#).

This list contains over 100 books on such topics as:

- Evaluating Training Program by Donald L. Kirkpatrick;
- Hope is Not a Method by Former CSA Gordon R. Sullivan,
- The 7 Habits of Highly Effective People by Stephen R. Covey, and
- Managing Change with Personal Resilience by Linda Hope PhD and Mark Kelly MBA

DVDs and training kits covering such topics as: Change Management, Conflict Resolution, Leadership, and Training Skills. Each of these materials is available to any Army Civilian. Questions on the NER HRDD Lending Library may be directed to:

Terri Shores at (410)306-0066 or DSN 458-0066 or by email

Teresa.shores@us.army.mil .



NER HRDD on the web!

[http://
cpolrhp.belvoir.army.mil/
ner/hrd.htm](http://cpolrhp.belvoir.army.mil/ner/hrd.htm)

Direct questions or
comments regarding the
HRDD website to:

Jef.Cramer@us.army.mil
(410) 306-1247
DSN: 458-1247