



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Washington, DC 20415

The Director

December 1, 2021

MEMORANDUM FOR CHIEF HUMAN CAPITAL OFFICERS

FROM: KIRAN A. AHUJA
DIRECTOR

Subject: Talent Surge Executive Playbook and Talent Surge Hiring
Authorities Fact Sheet: Empowering Agencies To Meet
Their Workforce Needs

A Federal government that meets the moment

The Federal government has the tremendous privilege and responsibility of helping our nation tackle challenges and seize opportunities to make Americans' lives better. At the U.S. Office of Personnel Management, we work every day to support the agencies doing this work. OPM has been working with agencies to recruit and hire a diverse and talented workforce from all across America, and we will continue to partner with agencies to address new and evolving hiring needs.

Significant work must be done across the Federal government so that we have a workforce in place to meet the current moment. We know that we must be strategic in building for the long-term, assessing the needs of the Federal government for the future. This will require a commitment by agency leaders to develop short, medium, and long-term strategic workforce plans. OPM is ready to work with our agency partners to develop these plans.

Agencies face an acute need right now. The newly enacted *Infrastructure Investment and Jobs Act (IIJA)*, a Bipartisan Infrastructure Deal, follows through on President Biden's commitment to rebuild the middle class, and Federal agencies will be front-and-center in carrying through on this commitment to build back better from the pandemic. Agencies need to hire now to fill essential and mission-driven roles: scientists to combat climate change, engineers to repair and rebuild our roads and bridges, and workers to help ensure that every community in America has clean water, just to name a few. The jobs needed to implement the IIJA are on top of other critical hiring needs the Federal government faces to invest in our communities, support the nation's economy, and advance justice. These are exciting jobs and also critically important – simply put, we need the best and brightest to come on board.

Today, OPM is releasing two new tools for agencies as they look to fill new roles:

1. *Talent Surge Executive Playbook*; and
2. *Talent Surge Hiring Authorities Fact Sheet*.

How these new resources can help agencies

The *Talent Surge Executive Playbook* is intended as a reference for agency leaders, hiring managers, and human resources (HR) professionals. The *Playbook* is a user-friendly compilation of information on HR flexibilities, authorities, actions, and other resources. It will assist agencies to strategically plan, recruit and hire staff needed to rebuild their workforce and deliver on diverse and complex agency missions while offering improved customer services for the American people. Given current and future demands, agencies will need to hire quickly, and at scale. With this resource, OPM is working to make sure agencies have hiring best-practices easily accessible so that they can streamline their processes and match the strongest talent to their open roles.

The *Talent Surge Hiring Authorities Fact Sheet* is a one-stop-shop for agencies where we outline all of the current hiring authorities and flexibilities that are available to Title 5 agencies for their immediate use. We hope agencies will strategically use these hiring authorities to support their efforts to fulfill their missions.

OPM: helping agencies meet their human capital needs

These tools are the latest in a series of guidance documents issued by OPM to help agencies ensure that they have the talent they need to address our challenges head-on. In recent months, OPM has supported agency hiring needs through new regulations that streamline the hiring process for interns, college graduates, military spouses, and former Federal employees. We also centrally manage pools of talent readily available to agencies, such as the Presidential Management Fellows Program and government-wide hiring actions (most recently for customer experience professionals and data scientists). We have responded to critical hiring needs by creating special direct hire and excepted service (e.g., Schedule A) hiring authorities. And, we work with agencies that have especially acute hiring needs by providing strategic consulting, project management, and staffing services. We appreciate our partnership with agencies, workers, and their unions as we work to strengthen the Federal hiring process and assist agencies in employing the tools at their disposal.

If you have any questions or need additional assistance, please contact Kimberly.Holden@opm.gov.

Attachments: Talent Surge Playbook, and Hiring Authorities Fact Sheet (see 508-conformant PDFs below)

cc: Deputy CHCOs, Human Resources Directors