



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

Tuesday, May 31, 2011

MEMORANDUM FOR: Human Resources Directors

FROM: ANGELA BAILEY
DEPUTY ASSOCIATE DIRECTOR RECRUITMENT AND HIRING

Subject: Addition of New Basic Title for IT Program Manager Positions in the Information Technology Management Series, GS-2210

The U.S. Office of Personnel Management (OPM) is releasing for implementation the Job Family Standard (JFS) for Administrative Work in the Information Technology Group, 2200. This revised JFS adds the basic title Information Technology Program Manager to reflect the growth of this type of work.

This supports the White House 25 Point Implementation Plan to Reform Federal Information Technology Management. Application of this JFS will provide agencies more flexibility to manage IT programs responsibly and to attract and retain a more effective workforce. The final JFS provides the following:

Adds a new basic title and definition for IT Program Manager; and clarifies the differences between IT Program Managers and positions covered by the Program Management, 0340, occupational series.

OPM requires agencies to apply new or updated standards to covered positions within 12 months of the date of issuance. Agencies are encouraged to utilize the new title as soon as possible to meet the intent of the White House 25 Point Plan to better identify, recruit, select, and develop a cadre of high-performing IT Program Managers. If you have any questions regarding the JFS for Administrative Work in the Information Technology Group, 2200, please contact your agency Human Capital Officer.

Attachment