



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

August 24, 2006

**MEMORANDUM FOR CHIEF HUMAN CAPITAL OFFICERS AND
HUMAN RESOURCE DIRECTORS**

FROM: Linda M. Springer,
Director

SUBJECT: Federal Career Days

The Office of Personnel Management (OPM) is pleased to announce it is sponsoring four Federal Career Days (FCDs) this fall. These events are part of our continuing effort to attract the best people for Federal service. They also reflect OPM's Strategic and Operational Goal to work with the Chief Human Capital Officers (CHCO) Council to roll out job fairs in 2006 that are more targeted by learning institution and profession.

We are inviting your agency to participate in the following Federal Career Days:

- Louisiana State University; Baton Rouge, Louisiana; October 11-13, 2006
- Ohio State University; Columbus, Ohio; November 7-9, 2006
- Carnegie Mellon University; Pittsburgh, Pennsylvania; November 15, 2006
- New Mexico State University Public Service Career Showcase; Las Cruces, New Mexico; November 15, 2006

These universities were selected because of their demonstrated commitment to supporting Federal employment opportunities and their strong curricula in many of the Federal Government's mission critical occupations.

Each event will include career fair activities where agency representatives can speak directly to participants. There is no charge to the agencies since OPM will pay the exhibitor's fees for all agency booths. The events will also include workshops on general Federal employment related topics such as resume writing, student programs and USAJOBS. The host universities are providing time both before and after the day of the event for agencies to network with faculty, career services staff and student leaders as well as conduct interviews with applicants.

While all students will be encouraged to attend the events, our focus is to recruit individuals with skills in one or more of the following activities:

- Engineers
- Foreign Languages and International Affairs
- Scientists

- General Biological Sciences
- Medical Officer and Nurse
- Information Technology

On Tuesday, August 1, we met with the CHCO Council Subcommittee on Hiring and Succession Planning to discuss the upcoming FCDs. The subcommittee members provided valuable input that OPM has incorporated into the FCD plans, further strengthening the events. We will continue to work with them on the agenda and other related activities. We believe these recruitment events will be great opportunities to brand the Federal Government as a “first choice” employer. I encourage you to make plans to attend these Federal Career Days. If you have any questions or would like to confirm your agency’s participation, please contact Mr. Vance Wilkerson of my staff at vance.wilkerson@opm.gov.

Thank you for your assistance and cooperation.