



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

Thursday, October 14, 2010

MEMORANDUM FOR: Chief Human Capital Officers

FROM: John Berry, Director

Subject: Invitation to Participate in Cybersecurity Workforce Focus

The U. S. Office of Personnel Management (OPM) needs your assistance to identify cybersecurity employees and hiring managers to participate in focus groups to discuss hiring challenges and human resource (HR) strategies. These focus groups support our workforce structure efforts under the National Initiative for Cybersecurity Education (NICE).

The focus groups will further our objective to recruit and retain a highly skilled Federal cybersecurity workforce. Participants will discuss recruitment and other HR strategies, challenges, best practices and brainstorm ideas to help hire and retain cybersecurity experts to meet existing and future Federal workforce needs.

Four focus group sessions will be held at OPM Headquarters, 1900 E Street NW, room 7464:

Monday, October 18, 9:00 am - 12:30 pm

Monday, October 18, 1:00 pm - 4:30 pm

Wednesday, November 17, 9:00 am - 12:30 pm

Wednesday, November 17, 1:00 pm - 4:30 pm

We are looking for participants including managers who hire cybersecurity employees, Federal employees who perform cybersecurity work or HR officials with experience recruiting cybersecurity workers. Cybersecurity work is performed in many different positions and places throughout the Federal Government and may include employees performing work related to IT Infrastructure, Operations, Maintenance and Information Assurance; Domestic Law Enforcement and Counterintelligence; or Specialized Cybersecurity Operations.

Please provide the name, agency, e-mail address and phone number for each participant, indicating which focus group they will attend, and whether they are a hiring manager, HR official, or Federal employee to either of the points of contact listed below. If you have any questions please contact Gail Redd at (202) 606-1521 or gail.redd@opm.gov or Roger Knadle at (202) 606-2503 or roger.knadle@opm.gov.

Thank you for your assistance on this important initiative.

cc: Human Resources Directors