



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

The Director

Tuesday, July 29, 2008

MEMORANDUM FOR: Chief Human Capital Officers

FROM: Linda M. Springer
Director

Subject: Priority Occupations for Future Competency Model Development

The U. S. Office of Personnel Management (OPM) partnered with the Chief Human Capital Officers (CHCO) Council Subcommittee on Learning and Development to prioritize occupations for future Governmentwide competency models.

A workgroup consisting of representatives of OPM and the Departments of Housing and Urban Development, Energy, and Health and Human Services collected and reviewed a variety of data. Consideration was given to the number of agencies who consider an occupation to be mission critical and to the number of Federal employees in each occupation. Additional information was solicited from interagency groups such as the Chief Financial Officers (CFO) Council. We also considered whether a Governmentwide competency model already existed for an occupation.

We have identified financial-related occupations as the highest priority for competency models to be developed in the near future. The critical occupations include Financial Administration, Accounting, Financial Management, Auditing, and Budget Analysis. These occupations exist throughout Government, cover nearly 60,000 jobs, and are a priority for the financial community. Competency models for Management and Program Analysis and General Attorneys are a slightly lower priority and represent longer-term goals. We also propose consideration of developing competency models in the future for cross-cutting functional roles (e.g., project management and grants management) in addition to those developed for occupations.

We appreciate the time and commitment of the workgroup members and thank Keith A. Nelson, Chairman of the CHCO Subcommittee on Learning and Development, for his support.

Prioritizing the occupations and functional roles is the first step toward developing useful Governmentwide competency models. Full implementation will require dedicated resources and your ongoing collaboration.