

memorandum

Date: August 11, 2000

Reply to
ATTN OF: AD-443:Vosburg

SUBJECT: **ORO LEADERSHIP 21 PROGRAM**

To: All ORO Employees

One of the Oak Ridge Operations Office goals is to ensure that we have a qualified cadre of Federal employees with the necessary skills to carry out the Department's mission. In support of this, we have developed the ORO Leadership 21 Program. The purpose of the Program is to identify, recruit, develop, and retain candidates to fill vacancies in future ORO positions. The Program will begin October 2000.

There are two tracks in the Leadership 21 Program: (1) managerial-supervisory and (2) occupational discipline. The expected outcome of the program is a pool of qualified candidates for critical positions in the two tracks. Employees at Grade 12 or above are eligible to apply for the managerial-supervisory track. The occupational discipline track is voluntary and is open to every interested employee, no matter what grade or level. Go to <http://www.ornl.gov/tdd/jimstrngnew/Jimtrngnew.htm> and click on the Leadership 21 Program Manual to read the specifics of the Program and to download your copy of the manual.

If you want to participate in the Program, please complete the appropriate Declaration of Intent form found on Page 20 or 21 of the manual and forward it to Jim Vosburg, Team Leader, Training and Development Group, AD-443, by August 31, 2000, so we can estimate the number of participants for FY 2001. Additional information on the program and/or briefings on it will be offered in September.

We are fully committed to helping employees develop their potential while ensuring equal employment opportunity for all, and we encourage your participation in the Leadership 21 Program.



G. Leah Dever
Manager