



**UNITED STATES OFFICE OF PERSONNEL MANAGEMENT**

Washington, DC 20415

The Director

Friday, October 21, 2011

**MEMORANDUM FOR: Chief Human Capital Officers**

**FROM:** John Berry, Director

**Subject:** Presidential Management Fellows (PMF) Program: Hiring Estimates for Fiscal Years 2012 and 2013

Each year, OPM reaches out to agencies to determine their hiring projections for the Presidential Management Fellows (PMF) Program. The PMF Program helps Federal Agencies meet their succession planning needs by recruiting and developing future leaders for the Federal Government. This year the PMF Program is excited to partner with the Chief Acquisition Officers, Chief Information Technology Officers, and Chief Financial Officers Councils to fill critical positions throughout the government.

We request that you provide your agency's PMF hiring needs for fiscal year 2012 and preliminary hiring estimates for fiscal year 2013. We need your assistance to determine the number of PMF Finalists to be selected for 2012. When compiling your projections, please notify us of any preferred graduate degree program/discipline(s) you would like the PMF Program Office to target. We also request that you identify the top five to ten professional skills/competencies you seek in PMF Finalists your agency would appoint. Please forward this information to [pmf@opm.gov](mailto:pmf@opm.gov) or via fax at (202) 606-3040 no later than Friday, November 4, 2011. For additional information on the PMF Program, please refer to the PMF website at [www.pmf.gov](http://www.pmf.gov). Under the "Agencies" section, you can find additional resources, such as: Hiring a PMF Fact Sheet, Meeting Your Agency's Succession Planning Needs Brochure, and a List of Agency PMF Coordinators.

In creating and implementing your agency's estimates, we encourage you to engage your hiring managers and Agency PMF Coordinator. Agency PMF Coordinators are a vital link between agencies, hiring managers, PMF Finalists and Fellows, and OPM's PMF Program Office. If your agency does not appear on the list of Coordinators and your agency is interested in participating in the PMF Program, please contact the PMF Program Office at (202) 606-1040 or via email to [pmf@opm.gov](mailto:pmf@opm.gov).

Finally, I want to take this opportunity to remind you that PMFs are available for hire year round, providing a constant stream of available talent. So, even though we are beginning the recruitment process for 2012, there are still more than 400 Class of 2011 Finalists eligible for immediate placement with graduate degrees in law, public policy, public administration, business, finance, accounting, information technology and more. Agency PMF Coordinators have access to the list of PMF Finalists currently available and their resumes. Thank you for your support of the Presidential Management Fellows Program.

cc: Human Resources Directors, Pathways Programs Officers, Agency PMF Coordinators