



## Greater Los Angeles FEB Leadership Associates Program Frequently Asked Questions

### Who is Eligible to Apply?

Target participants are high-potential employees GS-9 through GS-12 or equivalent who have been identified as having leadership potential and are nominated by their agency. Participation is limited to Federal employees who work for an agency in the Greater Los Angeles Area. The ideal candidate is an employee, who works independently, is interested in professional and personal growth, is a team player, and is capable of creating rewarding experiences. Each agency is limited to no more than three employees to ensure that the Class size not to exceed 42 participants has broad interagency participation.

### What is the timeline for the Program?

The program is announced each January with an April deadline. The program begins in June with an orientation session and concludes in May with a Graduation event.

### How long has the program existed?

The program boasts 490 Alumni and our 19<sup>th</sup> annual "Class" will start in June 2015

### What are the time commitments?

Approximately 10 percent of their time will be devoted to the program. Program components and estimated time requirements follow:

- Complete an Individual Development Plan (2 hours)
- Select a Mentor & meet them throughout the program (10 hours)
- Complete a minimum of two Executive Interviews (4 hours)
- Complete a minimum of a one-week shadowing experience (40 hours)
- Complete three FEB tasks or one project during the program (24 hours)
- Participate in a variety of FEB Leadership Programs and Meetings (12 hours)
- Complete a Detail assignment – *optional at Agency discretion*
- Attend 70% of the following courses: (*curriculum may adjusted each year*)
  - Orientation Session (½ day) (*Supervisors invited and encouraged to attend*)
  - How to Select a Mentor (½ day)
  - Overview of the Federal Government in the Greater L.A. Area (1 day)
  - The Power of Your Networks (½ day)
  - Situational/Transformational Leadership Course & Leadership Practices Inventory (2 days)
  - Understanding Personal Strengths in Relating to Others (1 day)
  - Effective Writing Skills, Stress Management, Time Management, Presentation Skills or Interview Skills (1 or 2 days) (*Associates to select topic*)
  - 6 Additional ½ day training sessions on leadership topics (24 hours)

### What is the cost?

The cost for the program was \$850.00 per person, which covers the program elements. Any associated costs, such as local travel, parking, attendance at FEB Programs and/or training not developed specifically for the Leadership Associates will be borne by the nominating organization.

### Who do I contact for Additional Information?

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### **Why should agencies send their employees to the program?**

This program has become increasingly popular as Federal agencies begin active succession planning. One manager stated that he views this program as a valuable retention tool to challenge and motivate their employees. This program was featured in Government Executive Magazine July 1, 2002 which reported: “A program that pairs young rising stars with executives in other Federal agencies around Los Angeles, giving the employees a wider view of government work and a peek into how different agencies manage their programs.”

### **What do Alumni have to say about the program?**

*“The Leadership Associates Program helped me change my perception about people. I learned how to listen to others and appreciate the positive in everyone around me. I learned accountability and consistency. I have gained a new, positive attitude. The program not only helped my professional development, it changed my life!”*

*“Within the first few months of the beginning of the Leadership Associates Program, my first line supervisor shared with me the positive changes he had observed in me. The program not only helped me change my attitude, but I learned how to go above and beyond by re-phrasing the questions I ask.”*

*“The Leadership Associates Program helped me improve personally and professionally and brought a sense of awareness about things I need to study and ways to continue to develop.”*

*“Through the Leadership Associates Program, I learned that as a successful leader, I have to motivate the people on my team. I have to encourage them to get things done and shine in the process. I am not just a leader but a teacher and counselor.”*

*“As a result of the Leadership Associates Program, I gained patience and tolerance. Now I have the confidence to say, I have made a mistake, and I can learn from it.”*

*“The Leadership Associates Program helped me understand other federal agencies’ missions. It provided a network of people, I most likely would not have known if I had not taken part in this program. Most of all, completing the program put me in the mindset to lead and advance”.*

*“The Leadership Associates Program helped me in my personal and professional life. I learned how not to think selfishly & to value other people’s points of views. The highlight of my experience was learning how to negotiate and lead people to reach agreement.”*

*“The best part of the Leadership Associates Program was the mentoring process and the networking with other federal employees and leaders. I am such a strong believer in mentoring that I have become a mentor to other developing leaders.”*