

## 2019-2020 Voyagers Program Application

### Voyagers Program Description:

The ACT-IAC Voyagers Program is a leadership development program for "rising stars" in government and industry with high potential for future advancement. This will be the 15th class for this leadership development program. The objective of the program is to prepare mid-level managers for their future roles in industry and government. Each prospective program participant must be nominated by his or her respective company or agency sponsor, complete this application, and be selected for the program by a panel of senior executives from government and industry.

### The successful Voyager will:

- Have **6+** years of professional experience
- Be a GS 11-13 (if government). Newly-promoted GS-14s will also be considered.
- Be considered a "rising star" in his or her company/agency
- Be unencumbered by long-term and/or time-consuming commitments, such as graduate programs, military service, or sabbaticals.
- Be willing to dedicate one or two days per month for ACT-IAC Voyager activities between September 2019 and May 2020.
- Have exhibited strong leadership skills
- Have excellent communications skills
- Have volunteered in ACT-IAC, other associations, or non-profit organizations
- Be dedicated to improving their professional skills and knowledge

### **PART 1 - APPLICANT AND SPONSOR INFORMATION**

#### Applicant Information:

Name:

Title:

Series/Grade: (Government only)

Company/Agency:

Is your company's federal revenue over \$30 million per year? (Industry only) \_\_\_\_\_

Mailing Address:

Phone:

E-mail:

#### Sponsor Information:

Name:

Title:

Series/Grade: (Government only)

Company/Agency:

Mailing Address:

Phone:

E-mail:

Company/Agency:

**Previous application:**

Have you applied to an ACT-IAC professional development program in the past? \_\_\_\_\_  
If so, what program? \_\_\_\_\_ What year? \_\_\_\_\_

**Position and Years of Experience:**

1. Years in Current Job Title/Position:
2. Total Years Work Professional Work Experience:
3. Pick which best describes your current position:

- \_\_\_ Technical IT Management
- \_\_\_ Program Management
- \_\_\_ IT Policy/Strategy
- \_\_\_ Acquisition
- \_\_\_ Business Management
- \_\_\_ Business Development/Sales
- \_\_\_ Finance
- \_\_\_ Operations
- \_\_\_ Human Resources
- \_\_\_ Marketing
- \_\_\_ Other--Describe: \_\_\_\_\_

**Participation:**

If chosen to participate in the 2018-2019 Voyagers program, can you commit to attending all events outlined on the Voyagers Calendar (a Draft Calendar can be found on the Voyagers Webpage: <https://www.actiac.org/learning/professional-development/voyagers/calendar>)

1. Yes
2. No, Explain \_\_\_\_\_

**Education:**

1. Bachelor's Degree and Year Received: \_\_\_\_\_
2. Master's Degree and Year Received: \_\_\_\_\_
3. Additional Management Courses: \_\_\_\_\_

**Volunteer Activities:**

1. Active in Associations (ACT/IAC/AFCEA/FAC/CIO etc), specify:
2. Leadership positions in Associations (ACT/IAC/AFCEA/etc), specify

**PART 2 - APPLICANT QUESTIONNAIRE**

1. What are you looking for in a professional development program? How do you believe the Voyagers Program will help you achieve your career goals? (200 word limit)

2. What do you believe you can contribute to the program and its participants if selected? (200 word limit)
3. What do you do for enjoyment and relaxation? (200 word limit)
4. Within your professional career, please identify one of your greatest accomplishments and one experience that you would describe as your biggest failure or disappointment, as it related to being a leader. (200 word limit)

**Accomplishment** (200 word limit)

For your greatest accomplishment:

- Briefly describe the accomplishment.
- What challenges or obstacles did you face and what strategies did you use to address them?
- What were the actual results aligned to your goals?

**Failure/Disappointment** (200 word limit)

For your greatest failure/disappointment:

- Briefly describe your failure/disappointment.
- How did you contribute to the failure?
- What have you learned from this experience?
- How are you applying this knowledge to your current work?

5. **Scenario:** (1 page maximum)

The Department of Enormous Projects, Bureau of Widgets (DEP/BOW) has issued a Request for Information (RFI) for a new project to modernize the Operational Logistics Database (OLD) system. In the RFI, BOW states that this project is expected to have lasting positive impact for BOW, beginning the Office of the Chief Information Officer's (OCIO's) process of shifting the Bureau's culture towards contemporary technology and applications, implemented using modern development methodologies, and operated using modern team structures and roles -- all at a fraction of the budgetary cost of the OLD. Given your current job and career path, please choose the select the single role most relevant to your current position, and tell us how you would execute your role within the scenario:

- a) You're a government operations manager with BOW and wrote the technical specifications. You understand how the project will benefit your Bureau, but you have some concerns about the ability of the various vendors to succeed on such a transformative and (perhaps) risky project. Discuss how you will interact with contracts and with the offerors to ensure that quality bids are received, while simultaneously ensuring you don't give any group a competitive advantage.
- b) You're a government project manager tasked with getting the OLD system modernization project executed on-time and on-budget in order to achieve success for the Branch, the Bureau and the Department. The project is expected to be highly-scrutinized and has the potential to be highly political since the OLD system is integral to the Department's citizen-facing mission elements. Discuss how you will coordinate with

your Ops team and the program staff to ensure the project is considered a success, throughout its lifecycle

- c) You're an industry Business Development manager for Spacely Sprockets Corporation. Your company knows how to successfully execute a project like the OLD system replacement initiative, and you expect to submit a bid as a potential prime contractor. Discuss how you will work with the government BOW procurement team to learn as much about the new requirements as possible so your corporation can submit the most effective bid using either your current capability, your full team's capability or a new offering.
- d) You're the industry project manager at BOW supporting the current OLD environment. You know what the current environment is but the new modernization requirements may be more than your small business, the Widget Works, can deliver at an effective price to win the contract. Discuss how you will help your capture manager and bid team to partner with another company to ensure you have a competitive bid that wins the deal.

### **PART 3 – RESUME** (2 page maximum)

Please attach a current copy of your 621 or resume including your education/training history, related achievements, and current and related past positions.

### **PART 4 – SPONSOR LETTER**

Please include a nomination letter from your sponsor. The sponsor must be a direct supervisor, or above, who has full authority to commit the candidate's time and meet the financial obligation for the program. In the letter the Sponsor must provide acknowledgement of the following:

- A commitment and understanding that this is a leadership development program and that they will ensure the candidate is available for all activities outlined in the calendar of events, as well as any additional activities in support of the Voyagers program to ensure maximum value to the participant.
- An understanding that there is a fee that must be paid within 90 days of acceptance into this program.
- A commitment to participate in at least one ACT-IAC Sponsors Council meeting (held quarterly) and provide insight on the challenges their agency/organization faces with leadership development.
- An understanding that they must respond to a short pre and post evaluation at the beginning of the program, providing ACT-IAC insight on their Voyagers progress
- A commitment to have at least one coaching session with nominated Voyager midway through the program

**All Applications and attachments must be submitted online, or emailed to [charris@actiac.org](mailto:charris@actiac.org) by 5pm on Friday, July 13, 2018.**