



How and Why You Should Become a Presidential Management Fellow (PMF)



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PMF Program Overview

- PMF Program is administered by the U.S. Office of Personnel Management (OPM)
- Program accepts applications annually
 - Rigorous application and competitive assessment process
- Open to all disciplines
- Finalists are eligible to seek appointments as Fellows
 - Two-year fellowship: training and development
- Future leaders in Federal government



PMF Appointment

- Two-year, full-time paid position at a federal agency
 - Initial appointment at the GS-9, 11, or 12 (or equivalent),
 - Promotion potential up to GS-13
- Training and development geared towards target position
- May non-competitively convert to a term or permanent position



Federal Benefits

- PMFs are eligible for the same benefits as most Federal employees:
 - Health and Dental Insurance
 - Paid Vacations, Holidays, and Sick Leave
 - Flexible Spending Accounts
 - Life Insurance
 - Long-Term Care Insurance
 - Retirement Savings Plan
 - Student Loan Repayment Program (varies by agency)



Fellowship

- Program Requirements:
 - Individual Development Plan (IDP)
 - Minimum 80 hours of formal interactive training per year
 - At least one 4-6 month developmental assignment
 - Annual performance plan and performance evaluation
 - Agency-specific requirements, if any
- Additional Opportunities
 - Option to participate in a rotation at another agency
 - Assignment of senior-level Mentor
 - Networking with other Fellows
 - Participation in OPM/PMF Program and agency-sponsored events



Applicant Eligibility

- Graduate students who expect to complete an advanced degree from a qualifying college or university during the academic year (September 1, 2019 - August 31, 2020), *or*
- Individuals who completed an advanced degree from a qualifying college or university no more than 2 years prior to the opening date of the PMF Program's annual announcement
- U.S. citizenship is not required, but it is "extremely rare" for a non-citizen to obtain Federal employment through the PMF program
 - For more information:
<https://www.pmf.gov/become-a-pmf/eligibility/citizenship/>



Application

- Consists of online application AND online assessment
- 2020 application cycle opens Wednesday, October 3, 2019 at noon Eastern time
- Announcement posted on www.USAJOBS.gov
 - Search using key words "Presidential Management Fellows"
- Before beginning application, be sure to read through all materials under *Become a PMF* (including [Application Process](#)) on OPM website
- Prepare ahead of time!
 - System requirements and documentation
 - See: [Application Tips](#)



Application: Required Documents

- Online application includes:
 - Resume
 - Transcript and/or alternative (graduate degree)
 - Can be unofficial as long as required elements are included
 - If a required element is missing, submit a letter from the appropriate school official providing the information.
 - UW students can obtain enrollment verification letter that includes your expected graduation date from the Office of the Registrar by following instructions here: <https://registrar.wisc.edu/enrollmentverification/>
 - Supporting documentation for any claims to Native American preference, veterans' preference, and/or reasonable accommodations



Assessment

- Applicants also complete an assessment
 - On-Line Assessment, which includes several batteries
 - Situational Judgment Test
 - Life Experience
 - Critical Thinking Skills
 - Essay, only one essay compared to two essays last year
- Un-proctored; applicants complete on their own
- Independent work (applicants certify during application)
- PMF website and Guide are the only sources explaining process in detail
 - Each year, as the application period nears, an *Assessment Preparation Guide* is posted under the [Assessment Process](#) section of the website



Application Process (summarized)

General application steps:

- Create an applicant account
- Answer demographic questions (optional)
- Answer various bio-data questions (e.g., contact information)
- Answer eligibility questions
- Submit information about degree and school
- Submit documents
- Complete online assessment
- Complete essay
- Answer questions on other degrees, foreign languages, and other skills/attributes (these become searchable for agencies)
- Certify responses and submit application



General Application Tips

General tips for applicants when preparing to apply:

- Resume can be in ANY format, but limited to 3MB in file size
- Leave sufficient time (~3 hours) to prepare, review, and submit
- Male applicants will be asked if registered for Selective Service (www.sss.gov)
- Read the announcement and *Become a PMF* section on website
 - Avoid relying on third-party information as these are often inaccurate
- Add the following email addresses to “safe list”: pmf@opm.gov, pmfapplication@opm.gov, and no-reply@apply.pmf.gov
- Applicants (including Finalists and Fellows) and academia should use the pmfapplication@opm.gov email address
 - Federal agencies and general public should use pmf@opm.gov
- When creating an applicant user account, recommend using a personal email address versus .edu email address



Placement Process

- Finalists invited to participate in PMF virtual career fair
- Finalists search for PMF appointment opportunities on PMF website
- 12 months from the date selected as Finalists to secure appointment with agency and become Fellows
- Employment policies and incentives determined by individual agencies
- All degree requirements must be completed prior to onboarding
- No regulatory provision for waivers/deferrals
- Changes from last year: Applicants will have option to identify their top 5 states they are interested in obtaining a PMF appointment offer
 - Optional question and has no bearing on selection of finalists
 - The information will identify where finalists have geographic interest
 - Applicants will be asked to grant permission to have their application information and documents shared with other federal employers if not selected as finalists



Timeline for the 2020 Application

- October 3, 2019: Application opens at noon (Eastern time)
- October 17, 2019: Application closes at noon (Eastern time)
- Week of November 25, 2019: Announcement of the MPF Class of 2020 Finalists
- Week of December 2, 2019: Information webinar for 2020 Finalists
- August 31, 2020: Deadline to complete degree requirements for finalists who are current graduate students
- Mid to late November 2020: Eligibility deadline for class of 2020 PMF finalists to be hired at an agency
 - Finalists have 12 months to secure an appointment with an agency
- NOTE: The above timelines is subject to change. Please monitor the Become a PMF 2020 Application timeline here: <https://www.pmf.gov/become-a-pmf/2020-application/>



PMF Program Email

The PMF Program Office has scheduled the following informational webinars for prospective students and applicants for the upcoming PMF Class of 2020 application cycle. As a reminder, the application runs from 10/3/2019-10/17/2019, opening and closing at Noon (Eastern Time).

The informational webinars will provide a general overview of the PMF Program, details about the 2020 application cycle, and, if time permits, allow for any questions.

The informational webinars scheduled are:

- Wednesday, September 25, 2019, from 1:00-2:00pm (Eastern Time)
 - This session is open to all disciplines, and will be co-hosted by The Lab at OPM with a specific focus on Design
- Wednesday, September 25, 2019, from 3:00-4:00pm (Eastern Time)
 - This session is open to all disciplines, with a specific focus on Scientific, Technical, Engineering, and Mathematics (STEM) fields
- Friday, September 27, 2019, from 2:00-3:00pm (Eastern Time)
 - This session is open to all disciplines
- Monday, September 30, 2019, from 2:00-3:00pm (Eastern Time)
 - This session is open to all disciplines, with a specific focus on Cybersecurity and Information Technology (IT)
- Wednesday, October 2, 2019, from 4:00-5:00pm (Eastern Time)
 - This session is open to all disciplines, with a specific focus on diversity and inclusion

These sessions are posted under the “News & Events” and the “Become a PMF\2020 Application” sections on our website. Please check these sections for any changes in dates or availability.

Please feel free to share this information with your students and prospective applicants.

These webinars will be conducted using Adobe Connect. For instructions on how to attend an Adobe Connect webinar, including a connection test, please see the following Quick Start Guide: https://www.pmf.gov/media/5566242/adobe_connect_guide_for_participants_2.pdf.

At the time of the webinar, individuals can click on the following link and enter as a guest: <https://opmhrs.adobeconnect.com/pmf/>

For more information on the webinars, please see our news posting at <https://www.pmf.gov/news-events/2020-pmf-application-informational-webinars/>.



PMF Email Continued...

Additionally, we have added a number of resources that are available on the website. These new outreach materials may be useful to a variety of our stakeholders, including academia, students, and prospective applicants. The resources include:

- 2020 PMF Presentation for Academic Institutions: This is a general presentation for academia to use when hosting informational webinars for their students interested in applying to the PMF Program.
- PMF Application Timeline: Illustrates the timeline and steps from applying to the PMF Program to selection of Finalists to finding a PMF appointment.
- PMF Fellowship Timeline: Illustrates the timeline and steps Fellows following from onboarding to their PMF position to graduation.
- Participant Timeline...from Start to Finish: Illustrates the typical timeline a participant would follow in navigating through the PMF Program.
- PMF Application Common Mistakes: Identifies the Top 3 common mistakes applicants make when applying to the PMF Program.
- PMF Program "Myths vs Facts": Illustrates common myths and facts about the PMF Program.
- PMF State Hires: Illustrates where in the United States most Finalists are appointed to as PMFs.
- We've also added tips to Academia\Advising Students webpage (<https://www.pmf.gov/academia/advising-students/>)

The above resources can be found under the "Become a PMF" (<https://www.pmf.gov/become-a-pmf/resources/>) and "Academia" (<https://www.pmf.gov/academia/resources/>) sections of the website.



Recent La Follette PMF Finalists

- [Patrick Landers](#), 2019 MPA – Congressional Research Service
- [Vanessa Studer](#), 2019 MPA – US Department of Veterans Affairs
- [Casey Hutchison](#), 2018 MIPA
- [Danny Benson](#), 2017 MPA – Office of Management and Budget
- [Beth Miller](#), 2017 MPA
- [Don Eggert](#), 2015 MPA – US Department of Justice
- [Joshua Williams](#), 2013 MIPA
- [Katherine Sydor](#), 2012 MPA – US Department of Education
- [Andrew Peppard](#), 2012 MIPA
- [Patrick Fuchs](#), 2011 MPA – Office of Management and Budget
- Rocio Sanchez-Moyana, 2010 MPA – US Department of Housing and Urban Development
- [Andria Hayes-Birchler](#), 2008 MIPA – Millennium Challenge Corporation
- Patti (Reis) Hollingsworth, 2008 MIPA – Social Security Administration
- Erik Johnson, 2007 MPA – Department of Homeland Security
- Chad Ruppel, 2004 MPA – US Housing and Urban Development
- [Laura Miner](#), 2002 MIPA – US Environmental Protection Agency



Panelist Contact Information

Vanessa Studer

Management Analyst, U.S. U.S. Department of Veterans Affairs Innovation Center
UW-Madison, Master of Public Affairs, 2019

vanessadstuder@gmail.com

Don Eggert

Budget Analyst, U.S. Department of Justice
UW-Madison, Master of Public Affairs, 2015

Don.Eggert@usdoj.gov



PMF Program Contact Information

Presidential Management Fellows Program

U.S. Office of Personnel Management 1900 E
Street NW, Room 6500 Washington, DC 20415

- Application Inquiries: pmfapplication@opm.gov *
- Website: www.pmf.gov
- Upcoming webinars with more information:
 - September 27, 2019 from 2:00-3:00pm Eastern time:
 - October 2, 2019 from 4:00-5:00pm Eastern time
 - More information and webinar dates including webinars with a specific focus (STEM, Design, etc): <https://www.pmf.gov/become-a-pmf/2020-application/>

* **NOTE:** Please use the pmfapplication@opm.gov mailbox for all inquiries regarding the application cycle and assessment process. Applicants should follow the *Help* instructions provided during the application process for technical assistance.