

Federal Equal Opportunity Recruitment Program Plan Certification – Fiscal Year 2010

I certify that the above named agency: (1) has a current Federal Equal Opportunity Recruitment Plan (FEORP) and the program is being implemented as required by Public Law 95-454, and subsequent regulations and guidance issued by the Office of Personnel Management; (2) that all field offices or installations having less than 500 employees are covered by a FEORP plan; (3) that all field offices or installations having 500 or more employees are covered either by this plan or by a local plan; and (4) that such plans are available upon request from field offices or installations.

SIGNATURE Mary Ann Fresco DATE 11/22/10
Mary Ann Fresco
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Federal Equal Opportunity Recruitment Program
Accomplishment Report
Fiscal Year 2010

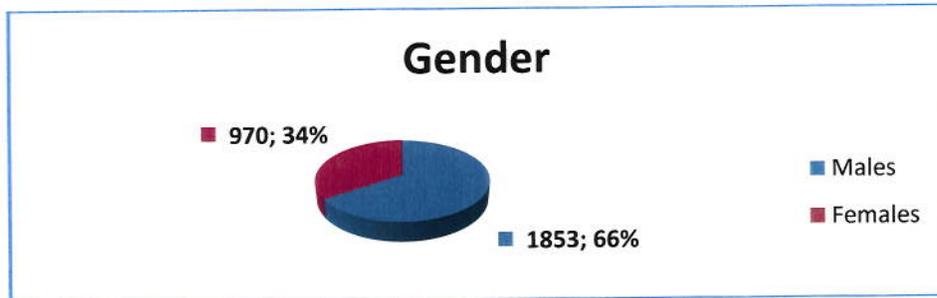
Introduction

The U.S. Department of Energy's National Nuclear Security Administration (NNSA) is comprised of Headquarters, eight Site Offices, and one integrated Service Center. The total number of permanent employees at the NNSA was 2,715 at the end of FY 2009 and 2,823 at end of FY 2010.

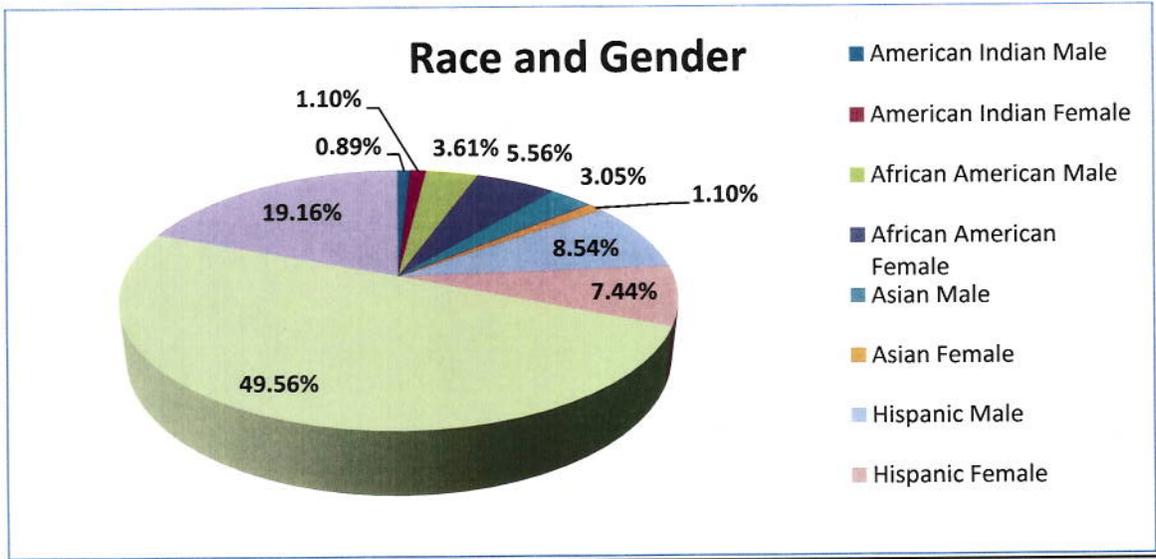
Following is statistical data and NNSA highlights on recruitment, development, and retention in the workforce.

I. Statistical Profile

TOTAL WORKFORCE	
YEAR	2010
Total number of employees	2823
GENDER	
YEAR	2010
Males	1853
Females	970



DIVERSITY				
	2009	2010	Change	
American Indian Male	23	25	8.00%	↑
American Indian Female	33	31	-6.45%	↓
African American Male	97	102	4.90%	↑
African American Female	151	157	3.82%	↑
Asian Male	82	86	4.65%	↑
Asian Female	32	31	-3.23%	↓
Hispanic Male	235	241	2.49%	↑
Hispanic Female	206	210	1.90%	↑
White Female	499	541	7.76%	↑
White Male	1346	1399	3.79%	↑

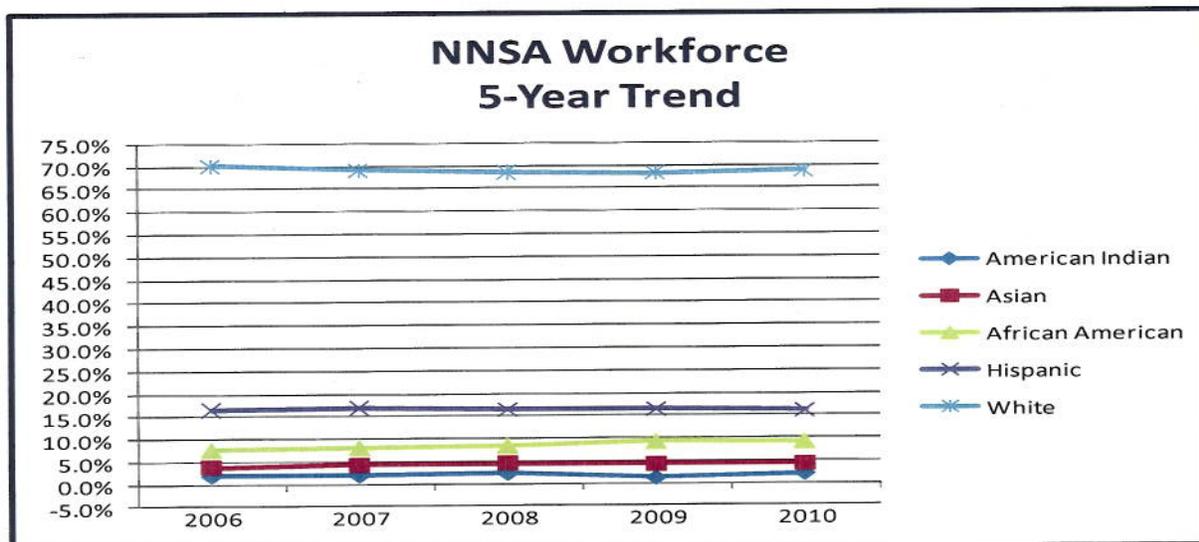


NNSA Representation as Compared to Other Workforces & the Civilian Labor Force

	American Indian	Asian	African American	Hispanic	White
2010 NNSA-Wide	2.0%	4.2%	9.2%	16.0%	68.7%
2010 DOE	2.0%	5.0%	10.0%	7.0%	77.0%
2009 GOV	1.7%	5.8%	18.0%	7.9%	65.6%
2000 CLF	0.7%	3.6%	10.5%	10.7%	72.8%

- American Indian representation is above DOE; federal government; and the 2000 CLF.
- Asian representation is below DOE and federal government; and above the 2000 CLF.
- African American representation is below DOE; federal government; and the 2000 CLF.
- Hispanic representation is above DOE; federal government; and the 2000 CLF.
- White representation is below DOE and the 2000 CLF; and above federal government.

NOTE: The Census.gov website indicates the 2010 census data will be available by December 31, 2010.



The five-year trend for employees at NNSA indicates slight movement downward for White, Hispanic and American Indian employees as a portion of the total NNSA work force. There is slight movement upward for African American and Asian employees.

II. Major Occupations:

- a) Females have low participation rates in the following categories:
- Security Administration – 41.73% in workforce vs. 56.6% in Relevant Labor Force (RLF).
 - Nuclear Materials Courier – 0.27% in workforce vs. 9.2% in RLF.
 - General Administrative – 53.57% in workforce vs. 56.6% in RLF.
 - Nuclear Engineering - 4.88% in workforce vs. 8.4% in RLF.
 - General Physical Science – 25.00% in workforce vs. 34.4% in RLF.

Compared to the NNSA workforce, in Grades 8 through 10, and Grade 15 and SES, the participation rates for females were lower than the participation rate of those individuals in the workforce.

- b) Hispanic males and females have low participation rates in the following occupations:

Hispanic Male:

- Nuclear Materials Courier – 13.87% in workforce vs. 26.5% in RLF
- Foreign Affairs – 0.00% in workforce vs. 1.9% in RLF.

Hispanic Female:

- Nuclear Materials Courier – 0.00% in workforce vs. 2.00% in RLF.
- Foreign Affairs – 0.00% in workforce vs. 2.20% in RLF.
- Nuclear Engineering – 0.00% in workforce vs. 0.50% in RLF.

Compared to the NNSA workforce in Grades 15 and SES, the participation rates for Hispanic male and female were lower than the participation rate of those individuals in the workforce.

- c) White males and females have low participation rates in the following occupations:

White Male:

- Contract and Procurement – 24.37% in workforce vs. 39.8% in RLF.
- Management Analyst - 27.16% in workforce vs. 52.5% in RLF.
- General Engineering - 55.35% in workforce vs. 71.8% in RLF.

White Female:

- Contract and Procurement – 33.61% in workforce vs. 42.7% in RLF.
- Nuclear Engineering - 4.88% in workforce vs. 6.3% in RLF.
- General Physical Science - 21.21% in workforce vs. 22.9% in RLF.
- General Administrative - 24.21% in workforce vs. 39.7% in RLF.
- Security Administration – 19.42% in workforce vs. 39.7% in RLF.
- Nuclear Materials Courier – 0.27% in workforce vs. 5.6% in RLF.

Compared to the NNSA workforce, in Grades 12 and below, and 13 through SES, the participation rates for white females were lower than the participation rate of those individuals in the workforce.

- d) Black or African American males and females have low participation rates in the following occupations:

Black or African American Male:

- Security Administration – 0.72% in workforce vs. 4.9% in RLF.
- Nuclear Materials Courier – 4.53% in workforce vs. 11% in RLF
- Management Analyst – 2.47% in workforce vs. 2.6% in RLF.
- Foreign Affairs – 0.00% in workforce vs. 2.4% in RLF.
- Contract and Procurement – 2.52% in workforce vs. 2.6% in RLF.

Black or African American Female:

- Security Administration – 5.04% in workforce vs. 7.9% in RLF.
- Nuclear Materials Courier – 0.00% in workforce vs. 0.9% in RLF
- Foreign Affairs – 2.65% in workforce vs. 3.9% in RLF.
- Nuclear Engineering – 0.00% in workforce vs. 0.9% in RLF.
- General Physical Science – 0.76% in workforce vs. 1.4% in RLF.

Compared to the NNSA workforce, there were low participation rates for Black or African American males and females.

Compared to the NNSA workforce, there were low participation rates for Black or African American males and females.

- e) Asian males and females have low participation rates in the following occupations:

Asian Male:

- Security Administration – 1.44% in workforce vs. 2.70% in RLF.
- Nuclear Materials Courier – 0.80% in workforce vs. 1.40% in RLF
- Management Analyst – 1.23% in workforce vs. 3.50% in RLF.
- General Engineering – 7.50% in workforce vs. 10.20% in RLF.
- General Administrative – 0.40% in workforce vs. 2.70% in RLF.
- Nuclear Engineering - 4.07% in workforce vs. 6.00% in RLF.
- General Physical Science – 3.03% in workforce vs. 15.50% in RLF.

Asian Female:

- Security Administration – 0.00% in workforce vs. 2.50% in RLF.
- Nuclear Materials Courier – 0.00% in workforce vs. 0.40% in RLF
- Management Analyst – 1.85% in workforce vs. 2.00% in RLF.
- Foreign Affairs – 1.77% in workforce vs. 2.30% in RLF.
- General Administrative – 0.79% in workforce vs. 2.50% in RLF.
- Nuclear Engineering – 0.00% in workforce vs. 0.60% in RLF.
- Contract and Procurement – 0.00% in workforce vs. 1.4% in RLF.
- General Physical Science – 0.76% in workforce vs. 8.00% in RLF

Compared to the NNSA workforce, there were low participation rates for Asian males and females.

- f) American Indian or Alaska Native males and females have low participation rates in many of the major occupations.

American Indian or Alaska Native Male:

- Management Analyst – 0.00% in workforce vs. 0.30% in RLF.
- General Engineering – 0.38% in workforce vs. 0.40% in RLF.
- General Physical Science – 0.00% in workforce vs. 0.20% in RLF.

American Indian or Alaska Native Female:

- Nuclear Materials Courier – 0.00% in workforce vs. 0.20% in RLF
- Management Analyst – 0.00% in workforce vs. 0.30% in RLF.
- Foreign Affairs – 0.00% in workforce vs. 0.70% in RLF.
- Contract and Procurement – 0.00% in workforce vs. 0.50% in RLF.

Compared to the NNSA workforce, there were low participation rates for American Indian or Alaska Native males and females.

g) Targeted Disabilities: The ratio of people with targeted disabilities compared to employees with no disabilities was lower in all occupational groups.

- Security Administration – 0.72% in workforce vs. 2.24% in RLF.
- Nuclear Materials Courier – 0.00% in workforce vs. 2.27% in RLF
- Management Analyst – 0.00% in workforce vs. 2.27% in RLF.
- General Engineering – 0.38% in workforce vs. 2.27% in RLF.
- Foreign Affairs – 0.00% in workforce vs. 2.27% in RLF.
- General Administrative – 0.40% in workforce vs. 2.27% in RLF.
- Nuclear Engineering – 0.00% in workforce vs. 2.27% in RLF.
- Contract and Procurement – 0.00% in workforce vs. 2.27% in RLF.
- General Physical Science – 0.76% in workforce vs. 2.27% in RLF.

Compared to the NNSA workforce, in GS 12 and below, and GS 15 and SES, the participation rates for people with targeted disabilities were lower than the participation rate of those individuals in the overall workforce.

III. Workforce Planning

The National Nuclear Security Administration hired a total of 252 new hires in FY 2010. The three primary recruitment sources, in FY 2010, were via NNSA's Future Leader's Program (FLP), the Nuclear Materials Couriers/Federal Agents (Federal Agents) and the Careers Transition Assistance Plan (CTAP). Of these, 30 were appointed under the FLP and 25 were hired as Federal Agents with NNSA's Office of Secure Transportation. In addition, since March of 2010, NNSA has participated with the Department of Energy in the priority placement of over 180 affected employees of the Department's Civilian Radioactive Waste Management Office, whose employment was terminated on September 30, 2010. The CTAP priority selection was expanded from the local commuting area to Department-wide consideration and resulted in limited external hiring outside the Department. The NNSA successfully placed many of the affected employees in FY 2010, and it is anticipated that CTAP will continue into FY 2011.

NNSA Demonstration Project

On March 16, 2008, NNSA converted to a Demonstration Project Pay Banding Pay for Performance personnel system. The NNSA is now in its second year under the Pay Banding and Performance Based Pay Demonstration Project. Under this alternative personnel system, managers continue to use the tools and flexibilities needed to gain and maintain a competitive edge in the current and future market place through use of higher entry salaries and faster pay progression of high performing employees. An evaluation of the DEMO Project is

projected for 2011 and will measure progress toward Project goals. It is the goal of this alternative personnel system to attract highly qualified, diverse applicants for future job opportunities within the NNSA.

In regard to recruitment and succession planning, NNSA identifies critical hiring needs and assess current and projected skills gaps to provide an annualized budgetary framework for job creation and recruitment activities. These workforce assessments help define and shape NNSA's overall recruitment strategy for the coming years. The NNSA has been successful in using the Future Leaders Program as an important recruitment tool to address current and projected skills gaps identified in the succession planning process. This last year the FLP yielded 30 new and diverse external hires to the agency. Both the FLP and the Student Career Experience Program (SCEP) will be used in FY 2011 as key recruitment tools to attract and improve the agency's diversity population. The Office of Human Capital Management Services participates in meetings with OEO representatives, Special Emphasis Programs, and the Special Emphasis Program Diversity Council to discuss OPM hiring authorities and plan recruitment strategies to attract severely disabled students to apply for our open federal jobs to increase their representation level. Efforts are underway within NNSA to update and enhance marketing materials targeted towards the hiring of Veterans.

NNSA Workforce Skills Assessment and Training Needs

The NNSA utilizes the corporate systems CHRIS Training Workflow and DOE Info as tools employees use to identify training needed to meet training requirements. This information is used as input to the Annual Training Needs Assessment. During this process, mission critical occupational competency gaps, mission critical performance issues, and competency gaps in the developmental areas are collected. The individual and organizational training data is analyzed and training procured and delivered to meet the identified gaps.

The NNSA developed a process to help improve succession management by providing structure and data to assess and quantify risks associated with succession for key positions. The position-based profiles collected through this initiative will provide information necessary to enhance a comprehensive set of corporate succession management strategies. These strategies include the Executive Career Enhancement Initiative, the Future Leaders Program, mid-level management development programs, the Mentoring Program, and technical and project management development programs.

The position profiles should provide a good foundation of knowledge about key positions, including a better understanding of:

- Likelihood of turnover from the executive perspective,
- Key competencies (current and changing) for the positions,
- Bench or pipeline strength for key positions,

- Developmental action plans for internal candidates,
- Recruitment outlook and overall risk associated with succession for key positions.

President's Hiring Reform

In compliance with the Obama Administration's hiring reform initiatives, the NNSA will begin using the category rating system in FY 2011, which will increase the number of qualified applicants an agency has to choose from for selection, while preserving veterans' preference rights. NNSA is streamlining the vacancy announcements as part of the President's Hiring Reform initiative. This includes using short announcements with common language and simplifying the application process. It is anticipated the streamlined vacancy announcements will attract a diverse segment of the potential workforce. In accordance with the Hiring Reform, applicants for positions that are recruited from outside the federal workforce will be referred to selecting officials through category ranking instead of the Rule of Three. This will result in more applicants being referred.

Executive Summit

NNSA convened more than 120 senior Federal leaders for a first of its kind Executive Summit aimed at identifying best practices, learning leadership techniques, and discussing the future of management across the nuclear security enterprise. NNSA's federal executives heard from national experts on leadership, including world renowned author Ken Blanchard; Clint Sidle, director of the Park Leadership Fellows Program at Cornell University and Bob Tobias, Director of the Institute for Public Policy at American University. The main purpose of the two-day summit was to collaborate amongst federal executives to identify and assess the greatest challenges facing federal agencies to strategically transform their agency into the 21st century to meet the growing expectations of the President, our customers, and the American people.

DOE Veterans Initiative

Executive Order 13518 "Employment of Veterans in the Federal Government," launched a government-wide reform initiative designed to increase the recruitment, employment, and training of Veterans within the Executive Branch. The Order established an interagency Council on Veterans Employment along with defined roles for the Office of Personnel Management, and a number of agency requirements focused in four key areas: 1) Leadership Commitment, 2) Skills Development, Marketing Veterans Employment, and 4) use of an Information Gateway. The initiative included representatives from all DOE sub-agencies and resulted in a NNSA operational plan. The plan provides the framework and strategic goals and objectives for the purpose of increasing the employment of our Veterans and returning service members, in the next fiscal year and beyond, within NNSA and the Department of Energy.

NNSA Strategic Stakeholder Training

NNSA Office of Diversity Programs (ODP) led educational efforts as part of the ODP's business and communication roll-out strategy, which aligns and links to the corporate NNSA EEO and Diversity Strategic Framework. These efforts served to engage employees and transform the NNSA into a "Model Employer" that promotes equity, diversity and inclusion for all its employees. As a part of our strategic stakeholder training, the Office sponsored a number of educational venues such as the "Yes We Can" Summer Speaker Series featuring sessions on "*Leadership: What's Trust Got to Do with It?*," "*Diversity Management in the Industry of Energy*," and "*Employee Engagement*." The "Yes We Can" Series is a motivational employee empowerment initiative that provides practical, ready-to-use skills and know-how to make positive change in ourselves and the organizations we serve. This initiative presents a series of motivational educational sessions that address federal employee success factors, including accountability, trust, integrity, teamwork, career success, leadership skills, motivation, and public service. These efforts support our efforts to foster a safe, positive, and equitable work environment that values and utilizes everyone's unique skills, abilities, backgrounds, value systems, and perceptions of the world.

NNSA EEO, Diversity and Inclusion Program

NNSA's EEO and Diversity staff participated in the Department's EEO and Diversity Managers' quarterly planning meetings designed to strategically implement the Department's EEO, Diversity and Inclusion Program, and address any issues that impede progress.

Office of Personnel Management (OPM) Interagency Wolf Pack

NNSA employees were invited to serve on the OPM Interagency Wolf Pack and respective Work Groups. They provided subject matter expertise in EEO, Diversity, Strategic Diversity, Diversity Management, and Inclusion. Currently, OPM is in the process of developing a federal-wide Diversity and Inclusion Strategic Plan based on the recommendations of the workgroups.

NNSA Training on Assessing EEO Workforce

NNSA provided professional development training in "*Assessing EEO Workforce Analysis*" and "*Conducting a Barrier Analysis*." The five-day training provided a shared understanding and a collaborative environment to accomplish the reporting requirements identified in Equal Employment Opportunity Commission's Management Directive-715. The courses provided intermediate and advanced skill development on how to conduct trend/barrier analyses, using a newly acquired software tool that will enable NNSA to capture barrier, trigger, diversity, employment, placement, and retention data; perform trend and workforce analysis; and, generate reports in various formats with graphics and narrative summaries. In addition, NNSA staff

completed the Cornell University Diversity Management Advance Practitioner Certification coursework and senior staff received their Cornell University Diversity Management Advance Practitioner Certification. NNSA seeks to establish a new generation of diversity practitioners with advanced skills in conducting detailed trend analyses and producing a detailed barrier analysis summary that can help to support management decisions.

Genetic Information Nondiscrimination Act (GINA) and the Equal Pay Act

NNSA employees participated in training on "Federal Employee Medical Documentation: Meeting Your New Requirements under GINA." In this session, employees learned what medical inquiries/documentation can and cannot be requested by applicants and employees; what is allowable and prohibited in the various stages, i.e., pre-employment, conditional offer stage, and post employment, and obligations as employers to ensure that discrimination against individuals with disabilities does not occur.

Additionally, NNSA trained employees, supervisors and managers on GINA and the Lilly Ledbetter Equal Pay Act in their required Annual 2010 EEO update.

Supervisory Responsibilities and the Hiring Process

NNSA presented training to supervisors and managers on "Supervisory Responsibilities and the Hiring Process." This was a collaborative effort with NNSA's Office of Human Capital Management Services, EEO and Diversity Office, and the Office of Chief Counsel.

EEO Observer Process

NNSA presented training to their Special Emphasis Program participants. As a result of customer feedback and requests in FY 2010, additional training sessions for EEO Observers will take place in FY 2011. In FY 2009, NNSA began tracking the number of EEO Observers appointed to vacancies and career development programs in FY 2009.

Following are results for FY 2010, as compared to FY 2009:

EEO Observers Scorecard	2009 # of EEO Observers	2010 # of EEO Observers	FY 09 – FY 10 Change
FY 2010 Quarter 1	2	16	↑ +87.5%
FY 2010 Quarter 2	7	16	↑ +56.2%
FY 2010 Quarter 3	11	13	↑ +15.4%
FY 2010 Quarter 4	14	11	↓ +21.4%
FY TOTAL	34	56	↑ +39.3%

Uniformed Services Employment and Reemployment Act

This training was for all servicing human resources staff, administrative support staff, and all supervisors and managers who recommend, take, or approve any personnel action regarding a federal employee who is subject to being activated for national service.

National Council of Hispanic Employment Program Managers (NCHEPM)

NNSA's staff served as Advisors, Executive Board Members and Former Chairs, of the NCHEPM which influences and addresses policies and issues at the national (federal) level. The NCHEPM is an inter-agency council that meets monthly and is comprised of Agency and Department Special Emphasis and Diversity Program Managers in the Washington, DC metropolitan area.

Federal Interagency Diversity Partnership Program (FIDP)

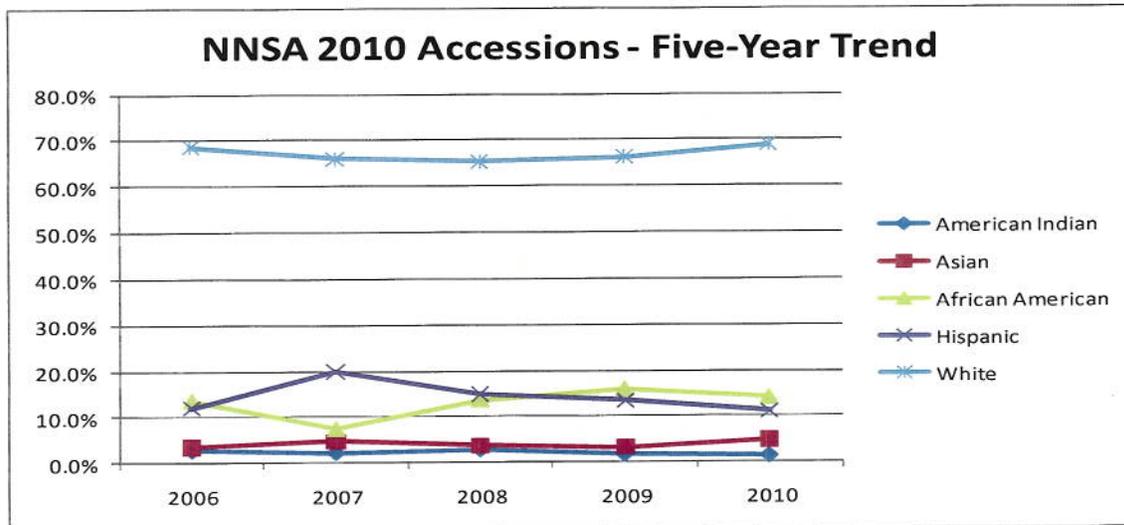
NNSA actively participated in the FIDP which consists of various Federal EEO, Civil Rights, and Diversity senior practitioners that meet monthly to enhance diversity and inclusion in the Federal Government.

IV. Recruitment and Community Outreach

Following are 2010 highlights:

Accessions

There were 252 total accessions in FY 2010. The following figure depicts the NNSA accession five-year trend:



Future Leaders Program (FLP)

The NNSA FLP was established in 2005 and continues to attract qualified candidates from diverse backgrounds. The FLP is designed to meet, interview and hire students from around the country and offer them the opportunity to serve their country in a rewarding career. The objective of the program is to develop subject matter experts in wide variety of disciplines to ultimately manage programs and projects within NNSA, including managing national defense weapons-related programs at both nuclear and non-nuclear facilities. The NNSA is effectively utilizing the NNSA's FLP to recruit employees, bring them in and prepare them for career positions with NNSA. In past years, the FLP involved aggressive, targeted outreach recruitment efforts at MSIs. Managers, or their designated technical experts from various NNSA offices, also participated in FLP recruitment fairs to present the NNSA perspective to interested participants. This year recruitment and campus interviews occurred at the following campuses: University of South Carolina, Clemson University, New Mexico State University, Penn State University, Ohio State University, University of Nevada, Las Vegas, University of Maryland, Texas A&M University, Texas Tech University, University of California, Berkeley, and Southern University.

As a result of these efforts, 143 FLP employees have been hired since 2005. In FY 2010, the NNSA hired 30 participants under the FLP. Note: For FY 2011, it is anticipated that external hiring opportunities under the Future Leader's Program (FLP) will result in approximately 30 new hires. Of the FY 2010 FLP hires, minorities and women represent 40%. Following is the FLP participation rate for minorities and women from FY 2005 to FY 2010:

- FY 2005 - 64%
- FY 2006 - 70%
- FY 2007 - 79%
- FY 2008 - 75%
- FY 2009 - 70%
- FY 2010 - 60%

The attached figure represents the FLP retention rate for the past five years:

FLP Retention					
5 Year					77% of 27
4 Year				93% of 30	88% of 27
3 Year			96% of 24	93% of 30	92% of 27

2 Year		100% of 32	100% of 24	97% of 30	92% of 27
1 Year	100% of 30	100% of 32	100% of 24	100% of 30	100% of 27
	FLP 2009	FLP 2008	FLP 2007	FLP 2006	FLP 2005

Student Career Experience Program (SCEP)

NNSA is committed to building and sustaining a workforce that can meet the mission objectives of tomorrow. Having the right people with the right knowledge and skills is critical. The Student Career Experience Program (SCEP) is an entry-level program that allows students to gain professional experience for a competitive salary. Students who successfully complete the program are eligible for non-competitive conversion into a full-time employment position. As part of NNSA's succession planning and knowledge management efforts, and to expand our pipelines, NNSA implemented the SCEP, complex- wide, in September 2010, and anticipates hiring 10 students in FY 2011.

NNSA has hired 36 SCEP employees since FY 2007. Following is the participation rate for minorities and women from FY 2007 to FY 2010:

- FY 2007 - 93%
- FY 2008 - 100%
- FY 2009 - 100%
- FY 2010 – There was no SCEP class in 2010.

The attached figure represents the SCEP retention rate for the past five years:

SCEP Retention			
5 Year			
4 Year			
3 Year			87% of 17
2 Year		85% of 13	87% of 15
1 Year	63% of 8	92% of 13	87% of 15
	SCEP 2009	SCEP 2008	SCEP 2007

Nuclear Materials Couriers/Federal Agents

NNSA has a formal recruitment program for Nuclear Materials Courier/Federal Agent positions that includes strategies for recruiting women and minority applicants who are underrepresented in this job series. The Federal Agent Recruitment Team continues to actively recruit minorities and women through law enforcement conferences and military job fairs and by visiting transition offices and colleges. The following law enforcement conferences were attended or will be attended to recruit minorities and women:

- Women in Federal Law Enforcement - June 21-25, 2010
- National Latino Peace Officers Association – July 29-July 3, 2010
- National Organization of Black Law Enforcement – July 11-15, 2010
- National Asian Peace Officers Association – August 9-13, 2010
- International Association of Women in Policing – September 26-30, 2010
- Hispanic American Police Command Officers Association – November 15-19, 2010.
- Veteran Opportunity Exposition (VO Expo). The VO Expo is presented in cooperation with leading corporations, news media, industry associates, veteran organizations, and government agencies. This job fair is advertized in newspapers and local TV stations, and NNSA Federal Agent positions are posted in the VO Expo magazines and flyers which are distributed to over 5,000 members. Approximately 500-700 attend these job fairs, and NNSA has a direct link to VO Expo website, one of the largest on-line military membership organizations. In addition, job opportunities for the position of Federal Agents are regularly posted by NNSA using media involving input into technical journal websites or distribution of flyers. These sites include the National Organization of Black Law Enforcement Executives, Hispanic American Police Command Officers Association, National Latino Peace Officers Association, National Asian Police Officers Association, Women in Federal Law Enforcement, and Women in Policing.

During FY 2010, NNSA hired 25 Nuclear Materials Couriers/Federal Agents. Of the 25, 20% were minorities. Recruitment for Nuclear Materials Courier/Federal Agent positions are projected at approximately 26 new positions for FY 2011.

On-line Application Tool

All NNSA positions are publicized via USAJobs utilizing Hiring Management Enterprise Solutions, an on-line application tool that was procured by the DOE and utilized by several federal agencies. Interested applicants can review the vacancy announcement and answer position-specific questions while at this

website anytime from anywhere. Through this automated system, most job opportunities that are open to the public are also targeted to go to Hispanic organizations such as the League of United Latin American Citizens, Hispanic Association of Colleges and Universities, American Association of Hispanic Certified Public Accountants, Society of Hispanic Professional Engineers, Society of Mexican American Engineers and Scientists, and other Hispanic organizations and universities with large Hispanic populations. This tool complies with the Rehabilitation Act. Applicants who do not have access to computers or the skills to use the system may call the human resources point of contact designated on the vacancy announcement to make other arrangements for applying. Representatives from EEO and/or Special Emphasis Programs often serve as EEO and Diversity Representative to ensure that proceedings are conducted appropriately. External employment opportunities under the Future Leader's Program (FLP) and the Student Career Experience Program are published manually and/or directly onto the automated college recruitment systems at targeted colleges and universities, including MSIs.

NNSA Virtual Career Fair

Cutting edge technology, the Recruitment and Entry Programs Division hosted NNSA's first virtual career fair utilizing "Second Life." Over 100 participants engaged in this recruitment event. NNSA and DOE are working in partnership to more effectively target, attract and engage new, technologically driven and quality talent, as well as save on recruitment costs, time and effort through virtual recruitment.

NNSA Summer Student Intern Program

NNSA provided internship opportunities to over 150 students across the NNSA complex. Forty-seven (47) students were hired under the Student Temporary Employment Program; 103 African American and Hispanic American students were selected from the 27 Historically Black Colleges and Universities and other Minority Serving Institutions. These students served at eight NNSA site offices, laboratories and various small businesses (private sector). In addition, NNSA partnered with the Department's Office of Environmental Management by providing internship opportunities to seven MSI students working at various DOE locations. The purpose of the Summer Student Intern Program is to enhance the students' academic knowledge and workforce skills to meet NNSA's workforce requirements and contribute to the United States' ability to compete in the global marketplace.

First NNSA African American Youth Symposium

NNSA, in partnership with the Patriot Technology Center and private corporations, launched the first NNSA African American Youth Symposium. The one-day event hosted 720 middle and high school students, ages 8 through 18.

The primary focus of this symposium was to stimulate students' interest in attending college, majoring in the Science, Technology, Engineering and Math (STEM) disciplines and focusing on STEM careers. In addition to STEM workshops, students competed in the Renewable Energy and Jeopardy Computer Game competitions and participated in technology projects, such as SeaPerch robotics, cyber security, computer building, etc. To further the success of the students, separate workshops were offered to parents and members of the Maryland, Virginia, and the District of Columbia communities. The parents' workshops were conducted by NNSA and other federal agencies to assist parents with college funding internships and employment opportunities.

Hispanic College Fund - Hispanic Youth Symposium (HYS)

NNSA sponsored the HYS in partnership with the Hispanic College Fund, public sector, private industry, non-profit organizations, educational institutions, and community organizations. The purpose of HYS is to help Hispanic high school students develop the confidence and skills they need to achieve a college education and move on to a professional career. NNSA has contributed more than \$400,000 to help underwrite symposiums since 2007. This year, as many as 2,000 students participated in the multi-day, motivational symposiums being held in eight cities. More than 90 percent of the students who attend a Hispanic Youth Symposium go on to college, and more than 40 percent end up choosing careers in science, technology, engineering, or math professions that are critical to the NNSA workforce.

NNSA Consortium Internship Program in Science, Technology, Engineering, and Mathematics (STEM)

The U.S. STEM workforce is rapidly joining the baby boom retirement wave and Federal agencies with large STEM workforces have been particularly hard hit by the government-wide succession crisis. A report published by the National Science Board has tracked a "troubling decline" in citizens pursuing STEM careers. In the interim, the job opportunities are growing at a rate of more than four times the rate of the U.S. labor force as a whole.

According to Hobbs and Stopps, 2002, the Hispanic population has doubled from 1980-2000, and in 2006, Hispanics became the largest minority group in the country. Hispanics, therefore, provide a significant growth area for America's technical workforce critical to our nation's economic competitiveness. The NNSA Consortium Internship Program was established in 2008 to provide a diverse population improved access to careers in STEM. To this end, NNSA has been a leading force in recognizing and addressing the challenges our Nation faces as it seeks to recruit and retain qualified STEM personnel to meet current and future workforce needs. The STEM Consortium (The Consortium) is comprised of The Society for the Advancement of Chicanos and Native Americans in Science, the Society of Hispanic Professional Engineers, and the Society of Mexican

American Engineers and Scientists. The Consortium has teamed together to propose a top-rate, Hispanic collegiate internship program for the NNSA in an effort to increase the diversity of candidates in NNSA internship programs. The Consortium has exceptionally strong expertise, systems, and networks that will be tapped and leveraged for outreach efforts and application submissions. Through the Consortium's approach to managing the proposed internship program, students will benefit because significantly increased numbers will be made aware of the internship. The Consortium organizations will benefit by fulfilling its mission to provide opportunities for students to achieve educational excellence and providing viable career pathways, and NNSA will benefit by receiving a diverse and competitive workforce. The internship program has an initial three-year outlook and anticipates serving 71 students during this three-year period. The program's continued existence is contingent upon available funding and evaluation from the NNSA.

Minority Serving Institutions (MSI)

NNSA has established a long-standing partnership with MSIs. Since 2005, NNSA has awarded more than \$100 million in grants to more than 27 MSIs to foster a partnership that has provided a rewarding arrangement for the academic institutions participating in NNSA's MSI Program and for NNSA. The agency was the recipient of the 2010 Top Supporter of Historically Black Colleges and Universities and MSIs awarded by the US Black Engineer & Information Technology magazine.

Officials from the NNSA participated in a White House-led conference designed to strengthen the capacity of HBCUs to provide excellence in education. The three-day conference brought together HBCU leaders, nonprofits and federal government representatives to focus on issues including access and retention; public and private partnerships; and capacity building in science, technology, engineering, and mathematics. Since its inception in 2000, NNSA has been a strong supporter of student development in education to promote science, technology, engineering, and mathematics at Minority Serving Institutions across the United States. More than 300 minority students have participated in summer internships across the nuclear security enterprise since the program's inception. NNSA's Minority Serving Institutions Program has produced an increase in collaborative research projects among MSIs and NNSA laboratories, resulting in several pending patents. The program also has increased collaborative projects with small and large businesses such as Lockheed Martin, Boeing and General Motors.

Nuclear Science Week.

NNSA commemorated the 1st Annual National Nuclear Science week, sponsored by the National Museum of Nuclear Science & History in Albuquerque, New Mexico. National Nuclear Science Week featured events across the country to

present opportunities for Americans to learn about the importance of nuclear science and promote the need to recruit the next generation of experts in science, technology, engineering and mathematics. It was also an opportunity to emphasize NNSA's commitment to engage teachers and students, through its network of national laboratories, facilities, partnerships with universities, professional associations, and private industry.

Los Alamos National Laboratory Post-Doctoral Career Fair

NNSA technical staff partnered with their human resources staff during this event. Information about the NNSA, Federal Employment, USA Jobs and current postings on USA Jobs was provided. The NNSA was the only Federal Employer at the Career Fair which included Sandia National Laboratories, Lawrence Livermore National Laboratory, Idaho National Laboratory, Institute for Defense Analysis, Oak Ridge National Laboratory, Center for Naval Analyses, MIT Lincoln Laboratory, Aerospace Corporation, Procter & Gamble, GE Global Research, DuPont, and Exxon Mobil. There were 161 Post Doctoral students in attendance who served as subject matters experts in chemistry, computer science, engineering, optics, and physics.

Next Generation Safeguards Initiative

Through its Next Generation Safeguards Initiative, the NNSA conducted five summer safeguards courses at the national laboratories for undergraduate and graduate students, as well as, young professionals. International safeguards are a central pillar of the nuclear nonproliferation regime. In FY 2010, 114 college students from 51 universities spent time learning about topics ranging from safeguards technology, nuclear materials measurement, and the policy and legal challenges surrounding the implementation of safeguards. These courses provide hands-on training to the next generation of nuclear nonproliferation experts; and, pave the way for a safer, more secure future under a robust international safeguards regime.

Military Academic Collaboration (MAC) Program

NNSA announced that its Office of Defense Programs created a new collaboration between NNSA's laboratories and production sites and the U.S. Military Academies (USMA) and Reserve Officer Training Corps (ROTC) Programs at universities throughout the country. The new program, called the MAC Program, will provide cadets and midshipmen from the U.S. Military Academy at West Point (West Point), U.S. Naval Academy (USNA), U.S. Air Force Academy (USAFA), and U.S. Coast Guard Academy (USCGA), as well as ROTC candidates, the opportunity to engage in NNSA's nuclear security mission. The centerpiece of the program is a military academy cadet/midshipman and officer program that will reconstitute past military academic research programs conducted at the labs. The MAC Program will place military academy

cadets/midshipmen and officers in tours of duty within science, technology, engineering, national security and relevant fields at NNSA sites. Participants from West Point, USNA, USMA, USAFA, and USCGA will expand their understanding of the NNSA national security enterprise and Defense Department programs, while working closely with nationally recognized staff and researchers on national security programs.

NNSA Military Academic Collaboration Program

This summer, the first class of cadets and midshipmen participated at two NNSA labs, Lawrence Livermore National Laboratory in California and Sandia National Laboratories in New Mexico as part of NNSA's Military Academic Collaborations Program. The future officers will intern at the labs and participate in a variety of activities at each lab. In addition, several ROTC students from across the country will have the same experience with summer appointments to these sites. Students will work closely with a senior researcher or team and have the benefit of a dedicated mentor. Two academy faculty members will also spend a portion of their summers at these two labs contributing to ongoing research programs. As the MAC Program continues to develop, NNSA anticipates additional benefits for program participants, including: providing several-month long appointments at NNSA sites to recent graduates, ROTC internships, ROTC Days throughout the country, enabling experts at NNSA sites to take sabbaticals to teach at a service academy, and providing reciprocal opportunities to service academy faculty, guest lectures at NNSA and academy staff visiting lectures, collaboration between the academies and NNSA sites on pilot initiatives, and strengthening existing collaborations. This program is also a part of our overall effort to recruit the next generation of nuclear security experts by exposing them to the brightest and best in their fields of study; and, placing participants in tours of duty within science, technology, engineering, national security, and relevant fields.

In addition, NNSA announced a new website devoted to the MAC Program. The MAC website features an overview of the program, requirements, contact information and an introductory recruitment video message from Brig. Gen. Garrett Harencak, NNSA's Principal Assistant Deputy Administrator for Military Application. This program will continue to provide an incredible opportunity for Academy and ROTC students to learn more about NNSA and the critical work we do across the nuclear security enterprise using cutting-edge science and world-class technology. Students who meet the MAC Program requirements are encouraged to review the website, learn more about the eight sites that comprise the nuclear security enterprise and contact a coordinator to find out more about opportunities at the sites that interest them. NNSA is also providing support to successful candidates to defray temporary duty costs of participating. The website link is <http://nnsa.energy.gov/mac>.

Memorandum of Understanding (MOU) with NNSA and Texas Tech University

NNSA's Pantex Site Office and Texas Tech University signed a MOU that could result in the creation of a research wind farm on NNSA's Pantex site and the production of wind-generated electricity that could be used to operate the Pantex Plant. The MOU also contemplates an effort by Texas Tech University to explore the feasibility of constructing a wind science research center on neighboring Texas Tech property. "Working with Texas Tech is a wonderful opportunity for Pantex," said Steve Erhart, NNSA Manager. The MOU will provide a unique educational opportunity for students by creating a world class research facility focused on renewable energy and education; and, include a large number of other academic, industrial and government partners in this effort.

Other Community Outreach Activities

NNSA participates in numerous community activities or recruitment conferences focusing on minorities. In FY 2010, NNSA's participated in the following career information programs and community outreach activities:

- 1st Junior Achievement "Job Shadowing Initiative" sponsored by NNSA. The objective of this initiative is to provide local high school students an opportunity to view the work environment first hand, assist educators in motivating students, and promote DOE/NNSA as a potential future employer.
- 4th Annual Federal Career Exploration: Hiring People with Disabilities Day. This event was billed as a career exploration event and was sponsored by the New Mexico (NM) Federal Executive Board. Approximately 20 federal agencies were in attendance and over 850 members of the public attended the event. NNSA-sponsored a one hour seminar entitled "Navigating USAJobs." Information about the Schedule A hiring authority for disabled persons was a popular topic for many of the attendees.
- 17TH Annual Federal Inter-agency Holocaust Memorial Remembrance Program. The celebration promoted cultural awareness, strengthened our agency's relationships within the Federal community, and provided goodwill for the agency.
- 81st LULAC National Convention & Exposition held in Albuquerque, New Mexico. The LULAC conference is recognized as the nation's premier Latino gathering with thousands of participants, including top government, business, labor and community leaders.
- Albuquerque Hispano Chamber of Commerce/Kirtland Air Force Base-sponsored Job Fair. Approximately 850 attendees attended this event.
- Business Professionals of America Annual Competition.
- Central NM Community College Career Information Program.
- NM Congressional Job Fair.
- Los Alamos National Laboratory Post-Doctoral Career Fair.

- National Heritage Month Observance Celebrations held in honor of Hispanic Americans. NNSA staff participated as keynote speakers at various events and was publically recognized for their contributions.
- NM Federal Executive Board Career Fair.
- NNSA Annual Women's History Month Observance. The event featured Lorelle L. Espinosa, Executive Director, Institute for Higher Education on Policy.
- Partnership for Public Service Job Fair.
- Special Interagency Federal Recruitment Project, which included representatives from the Environmental Protection Agency, NASA, the Partnership for Public Service, and the NNSA. Meetings included discussions on strategies for acquisition hiring, competencies required, and minority outreach.
- Tutoring Programs at local middle and elementary schools.
- University of New Mexico (UNM) Career Information Program.
- UNM Scientific and Professional Job Fairs.
- UNM Hispanic Engineering and Science Organization Career Fair.
- Washington Post Job Fair.
- Wounded Warriors Career Fair.

V. Career Development Opportunities/Mentoring

NNSA Career Development Programs

Currently, all career developmental programs are advertised NNSA-wide to all employees. Each program targets a particular payband level and applications are scored on the rating scale specific to that developmental program. The Panel is comprised of subject matter experts, a member of the NNSA Talent and Leadership Development Council Senior Managers (to ensure the selection process is followed), and an EEO representative (non-voting member to ensure a fair and equitable process). NNSA Talent and Leadership Development Council Chair and Co-Chair approves or disapproves the selections made by the panel membership. The panel members are asked to provide an evaluation of the selection process and their recommendations are incorporated to enhance the NNSA Selection Process for Leadership and Career Development Programs.

The NNSA currently offers career developmental programs that provide developmental opportunities at all grade levels/paybands. In FY10, the NNSA offered seventeen programs that provided developmental opportunities at all grade levels across NNSA. These programs are expected to be offered again in FY 2011.

Formal Government-Wide Programs

Entry-Level Programs include the New Leader Program and the Aspiring Leader Program. *Mid-Level Programs* include Executive Leadership Program, the Mid-

Leadership Development Program, and Driving Innovations (this seminar is offered by the Annenberg Institute and targets GS-12-14 levels). *Executive Level Programs* include the Executive Potential Program, DOE Chief Financial Officer Program, the Mike Mansfield Fellowship Program, the Senior Executive Fellows Program (offered by the Harvard John F. Kennedy School of Government Executive), the Excellence in Government Fellows Program, the National Security Studies Program, the Naval War College, the Air War College, the Leadership for a Democratic Society ~ Federal Executive Institute, the Finance Leadership Academy, the Leadership Competencies, and Sandia National Laboratories Weapon Intern Program

Sister Programs:

In order to assess a handful of leadership and career development programs not currently sponsored in the annual calendar, NNSA sent a small number of people to the programs below. Those that participated in the programs will provide feedback to determine whether or not NNSA should participate in the programs annually. The sister programs are:

- ❖ U.S. National Security Policy: (Brookings Institute)
- ❖ Strategic Management (Harvard)
- ❖ Resilience in Leadership (Brookings Institute)
- ❖ Problem Solving (Brookings Institute)
- ❖ Corporate Financial Strategies (Kellogg School of Management)
- ❖ Tuck Executive Program (Dartmouth)
- ❖ Leadership for the 21st Century (Harvard)

Formal Agency (DOE/NNSA) Programs:

Formal NNSA Program includes the Technical Qualification Program, the Safety Basis Academy, and the Student Career Experience Program. NNSA also supported the Acquisition Career Development Program by providing over 30 training instances which were identified through a formal Annual Training Needs Assessment.

NNSA Mentoring Program

In February 2010, NNSA launched a new mentoring program that will apply 21st century tools to invigorate learning and promote the transfer of institutional knowledge across the nuclear security enterprise. Roughly 28 percent of NNSA employees will be eligible for retirement by 2012. Through a number of programs, the agency is aggressively recruiting the next generation of nuclear security professionals to ensure NNSA can safely, securely, and effectively maintain the nation's nuclear stockpile. The mentoring program uses an interactive website and database, modeled after the private sector. This will allow employees at different physical locations to match skills to needs without

geographic boundaries. Mentoring is available in person as well as by phone, video or internet, to connect mentors to mentees in NNSA facilities across the country, helping employees identify the skills they need to learn and the colleagues who can teach them. Subjects range from science and engineering to business and management skills. The website also offers training to help mentors learn how best to convey their knowledge and experience to others. While NNSA is encouraging senior leaders to participate, mentoring will be incorporated into development programs designed for employees at all levels, so that it becomes a part of the employee life cycle at NNSA.

Executive Career Enrichment Initiative (ECEI)

NNSA launched this initiative to make NNSA a Government-wide leader in executive development. The purpose is to ensure that NNSA's Executive Corps learn cutting-edge skills necessary to execute their mission in a challenging new era, and to recruit and develop the next generation of NNSA leaders. The ECEI is built on three pillars: 1) Leadership enrichment, 2) rotations and details to introduce executives to challenges in other parts of the NNSA, other agencies, and the private sector, and 3) participation in programs such as NNSA mentoring and inTeach to foster the next generation of leaders.

**Participants in Formal Government-Wide
Career Development Programs
FY 2010**

Race/National Origin and Gender	GS 1-4		GS 5-8		GS 9-12		GS 13-15		Senior Pay	
	#	%	#	%	#	%	#	%	#	%
*Overall Total	0	0	1	100	1	100	12	100	4	100
**Total Men	0	0	0	0	1	100	9	75	3	66
***Total Women	0	0	1	100	0	0	3	25	1	33
Total Blacks	0	0	0	0	0	0	0	0	0	0
Black Men	0	0	0	0	0	0	0	0	0	0
Black Women	0	0	0	0	0	0	0	0	0	0
Total Hispanics	0	0	0	0	1	100	1	100	1	100
Hispanic Men	0	0	0	0	1	100	0	0	0	
Hispanic Women	0	0	0	0	0		1	100	1	100
Total Asian/Pacific Islanders	0	0	0	0	0	0	0	0	0	0
Asian/Pacific Islander Men	0	0		0	0	0	0	0	0	0
Asian/Pacific Islander Women	0	0	0	0	0	0	0	0	0	0
Total Native Americans	0	0	0	0	0	0	0	0	0	0
Native American Men	0	0	0	0	0	0	0	0	0	0
Native American Women	0	0	0	0	0	0	0	0	0	0

**Includes white males and females. Totals may not add up to 100% due to rounding.
 **Includes white males and females
 ***Includes white males and females*

**Participants in Formal Agency
Career Development Programs
FY 2010**

Race/National Origin and Gender	GS 1-4		GS 5-8		GS 9-12		GS 13-15		Senior Pay	
	#	%	#	%	#	%	#	%	#	%
*Overall Total	0	0	15	100	22	100	5	100	0	0
**Total Men	0	0	11	73	11	50	3	60	0	0
***Total Women	0	0	4	26	11	50	2	40	0	0
Total Blacks	0	0	3	100	2	100	2	40	0	0
Black Men	0	0	2	66	1	50	0	0	0	0
Black Women	0	0	1	33	1	50	2	40	0	0
Total Hispanics	0	0	0	100	5	100	0	0	0	0
Hispanic Men	0	0	0	100	2	25	0	0	0	0
Hispanic Women	0	0	0	0	3	75	0	0	0	0
Total Asian/Pacific Islanders	0	0	1	100	0	100	0	0	0	0
Asian/Pacific Islander Men	0	0	1	100	0	0	0	0	0	0
Asian/Pacific Islander Women	0	0	0	0	0	100	0	0	0	0
Total Native Americans	0	0	1	100	1	100	0	0	0	0
Native American Men	0	0	1	100	1	100	0	0	0	0
Native American Women	0	0	0	0	0	0	0	0	0	0

**Includes white males and females. Also includes 30 Future Leaders Program participants (15 GS 5-8 and 15 GS 9-11); 12 Mid-Level Leadership Development Program participants; and 0 Student Career Experience Program participants.*

***Includes white males and females*

****Includes white males and females*