



**U.S. Department of Energy
National Nuclear Security Administration
2010 Report to the President
Executive Order 13171
on
Hispanic Employment**

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Overview

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.

The National Nuclear Security Administration hired a total of 252 new hires in FY 2010. Of these, 30 were appointed under the Future Leader’s Program (FLP) and 25 were hired as Nuclear Materials Couriers/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 Career Transition Assistance Plan (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.

Following is a report on NNSA activities and progress in addressing Hispanic representation in the workforce.

I. Statistical Profile

Hispanic representation comprises 15.8% (447) of the total workforce, which is above the 2000 Civilian Labor Force Population (10.7), DOE (7.0%), and the federal government (7.9%). The five-year trend for Hispanics follow:

- FY 2006 – 16.5%
- FY 2007 – 16.8%
- FY 2008 – 16.5%
- FY 2009 – 16.3%
- FY 2010 – 15.8%

September 30, 2010

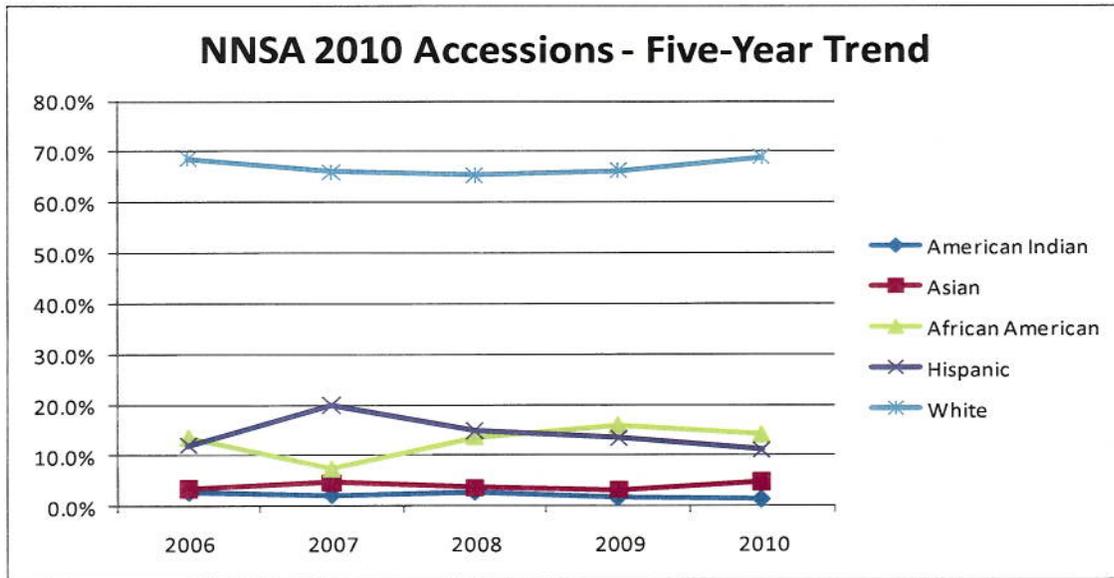
Total	Female	Male	American Indian Female	American Indian Male	Asian Female	Asian Male	African American Female	African American Male	Hispanic Female	Hispanic Male	White Female	White Male	Native Hawaiian or other Pacific Islander M/F	2 or More Races M/F
2823	973/ 34.4%	1852/ 65.6%	32/ 1.1%	21/ .7%	30/ 1.1%	76/ 2.7%	158/ 5.6%	98/ 3.5%	206/ 7.3%	241/ 8.5%	542/ 19.2%	1398/ 49.5%	4/1 .1%/0%	14/3 .5%/1.1%

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

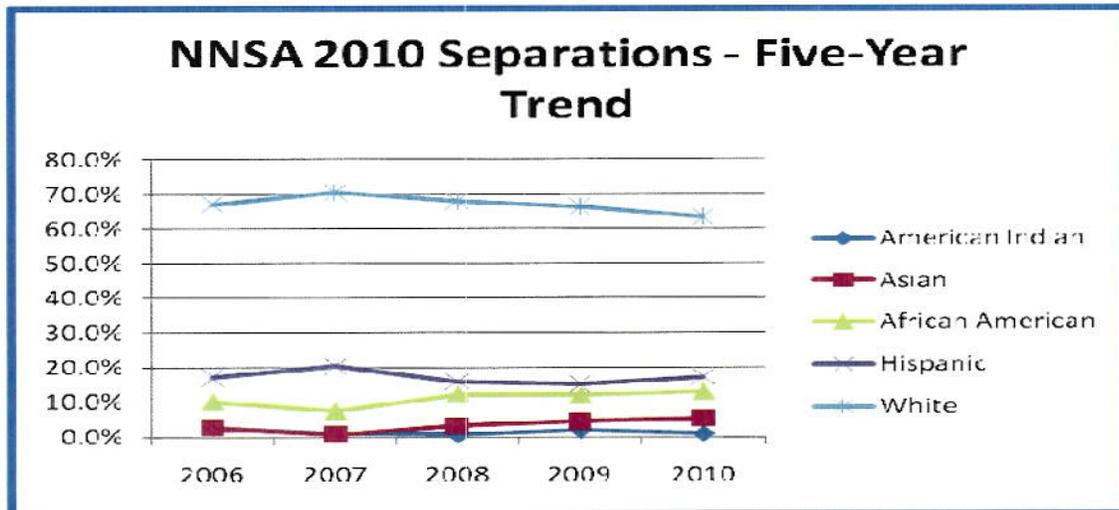
September 14, 2009

Total	Female	Male	American Indian Female	American Indian Male	Asian Female	Asian Male	African American Female	African American Male	Hispanic Female	Hispanic Male	White Female	White Male	Native Hawaiian or other Pacific Islander M/F	2 or More Races M/F
2715	929 34.0%	1786 66.0%	33 1.2%	23 1.1%	31 1.1%	82 3%	155 5.7%	99 3.6%	209 7.6%	234 8.6%	501 13.5%	1348 36.3%	NA	14/3 .5%/1.1%

There were 252 total accessions in FY 2010. Of the 252 accessions, 11% (28) were Hispanics. The following figure depicts the NNSA accession five-year trend:



There were 202 total separations in FY 2010. Of the 202 separations, 17% (35) were Hispanics. The following figure depicts the NNSA separation five-year trend:



II. Best Practices

Following is a description of the “best practice” activities developed and implemented over the past fiscal year to support the following key areas: Community Outreach, Recruitment, Career Development, and Accountability.

A. **Community Outreach**

NNSA is a strong advocate of the White House Initiative on Educational Excellence for Hispanic Americans. Activities that directly support this initiative are listed below:

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.

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.

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 were 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.

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.

Combined Federal Campaign

NNSA led and leveraged government-wide annual campaigns as a part of its communication roll-out strategy. During the Combined Federal Campaign (CFC), NNSA surpassed its goal of \$280,000 by \$42,408, raising an impressive \$323,099 or 115 percent of our goal and achieved a 70% employee participation rate. NNSA also lead Departmental efforts in support of the DOE Feds Feed Families Campaign. The Department surpassed its goal of 38,485 pounds of food, by collecting more than 120,014 pounds of food and 312 % of its goal. DOE employees donated 10% of the Federal-wide goal of 1.2 million pounds of food. The campaign events and activities served to increase employee morale, encourage team building and reinforce the importance of public service and giving back to our communities – transforming employees and our workplace.

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. Students from Highland High School (HHS) participated. HHS has a Hispanic population of 56%.

- 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.
- National Heritage Month Observance Celebrations held in honor of Hispanic Americans. Keynote speaker included Sid Gutierrez (former Astronaut). NNSA staff also 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 Lowell Elementary School (38% Hispanic) and Jackson Middle School (34% Hispanic)
- 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.

B. Recruitment

NNSA uses a broad range of recruitment sources and supports the White House Initiative on Educational Excellence for Hispanic Americans through the active use of the Federal Career Intern Program to include successful recruitment efforts under the Future Leader's Program and the Student Career Experience Program. Following are 2010 highlights:

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, Hispanics represent 10%. Following is the FLP Hispanic participation rate from FY 2005 to FY 2010:

FY 2005 – 24%
FY 2006 – 13%
FY 2007 – 17%
FY 2008 – 16%
FY 2009 – 20%
FY 2010 – 10%

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 Hispanic participation rate since its inception in FY 2007:

- FY 2007 – 40%
- FY 2008 – 46%
- FY 2009 – 63%
- 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 and 4% were Hispanic. Recruitment for Nuclear Materials Courier/Federal Agent positions are projected at approximately 26 new positions for FY 2011.

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.

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.

The EEO and Diversity Office often designates representatives to ensure that the selection process is 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.

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.

C. Career Development

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.

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 indentified through a formal Annual Training Needs Assessment.

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 Inter-agency 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.

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.

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.

D. Accountability

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 Genetic Information Nondiscrimination Act and the Americans with Disability Act." 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.

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.