

# *The Air Force's Personnel Center*

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## **Logistics Career Field: Civilian Development Overview**



**Logistics Career Field Team  
AFPC/DP2ZN**

**[afpc.logisticscareerfieldprogram@us.af.mil](mailto:afpc.logisticscareerfieldprogram@us.af.mil)**

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# Overview

- **Logistics Career Field Team**
- **Logistics Human Capital Strategy**
- **Logistics Professional Development Program (LPDP)**
- **Workforce Development**
  - **Vectoring**
  - **Civilian Developmental Education (CDE)**
  - **Career Broadening**
  - **Key Career Positions**
  - **Civilian Tuition Assistance**
- **CFT Toolkit**



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# Logistics Career Field



# Who We Are

## Logistics Career Field

**HAF/A4**  
**Logistics Functional Authority**  
Asst DCS/Logistics, Engineering, & Force Protection  
Mr. Timothy Bridges, SES

**HAF/A4P**  
**Logistics Functional Manager**  
*Director of Resource Integration*  
DCS/Logistics, Engineering & Force Protection  
Mr. Edwin Oshiba, SES

**HAF/A4PR**  
**Career Field Manager**  
Ms. Van Mizak

**AFPC/DP2ZN**  
**LCFT Chief**  
Mr. Richard Stephens

### Logistics Career Field Team (LCFT)

Mrs. Juanita Jasper  
Mr. Guillermo Rendon  
Mr. Ryan Kaono  
Mr. Jaime Santana

Mr. Joseph Shaeffer  
Mr. Kim Des Los Reyes  
Mr. Anthony "Greg" Gregory  
Mr. Michael Jones

Mr. Curtis Briggs  
Mr. Daryl Inglet  
Mr. Patrick Brown  
Ms. Felicia Sargent



# ***Logistics Career Field Development Team***

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- Authority – AFI 36-2640
  - Guidance – AFMAN 36-606 & AFGM2019\_01
  - Logistics Executive Board (LEB)
    - Provides strategic oversight and direction for development & management of a competency-based logistics workforce to satisfy current and future Air Force mission needs
    - Vectors GS-14/15 (and equivalent) Logisticians and all grades for Civilian Developmental Education (CDE)
    - Co-Chairs: HQ HAF/A4 and HQ AFMC/CA
  - Logistics Advisory Council (LAC)
    - Comprised of senior members of the logistics community. Provides guidance and direction to the various panels, sub-panels, and working groups with a focus on civilian force development.
    - Key focus is on civilian force development and various initiatives
    - Vectors GS-12/GS-13 Logisticians and Career Broadeners
    - Co-Chairs: HAF/A4P and HQ AFMC/A4
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# Current State of the Logistics Workforce

| Total Assigned | Total Force Demographics | Number of Stalls & Series | Prior Military (58%) | Age |
|----------------|--------------------------|---------------------------|----------------------|-----|
|----------------|--------------------------|---------------------------|----------------------|-----|

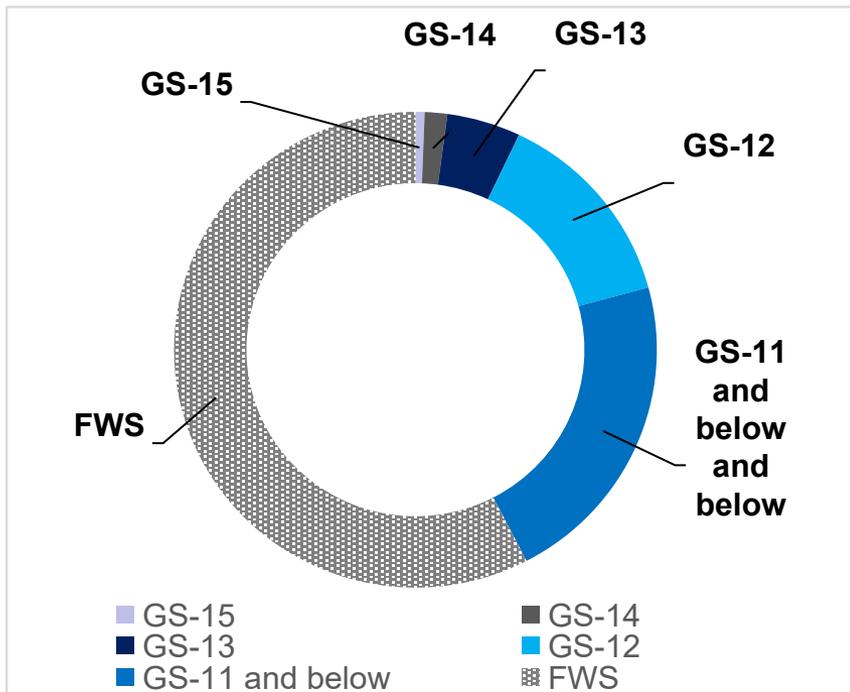
**44,083**

GS – 42.4%  
 FWS – 57.6%  
*\*8% centrally managed*

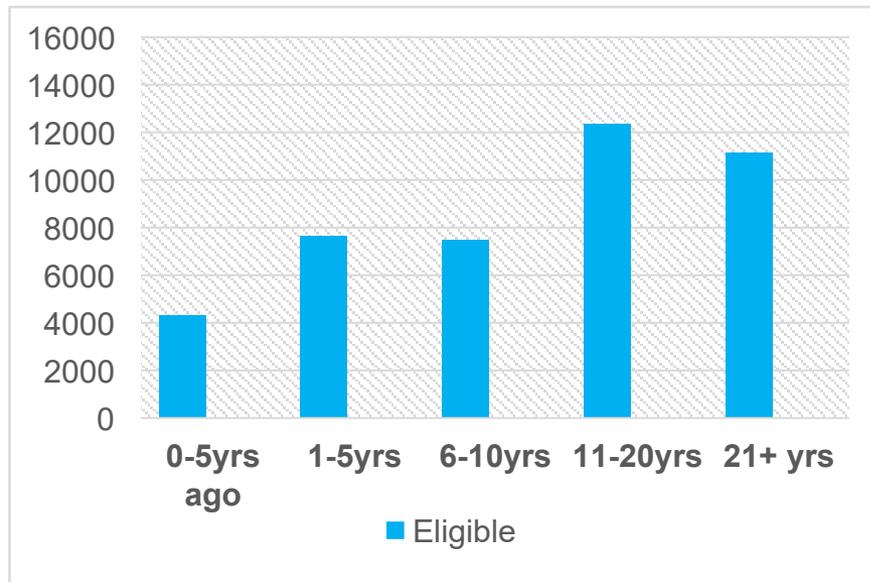
**4 Stalls**  
**150+ Series**

|                       |           |
|-----------------------|-----------|
| 2% Retired Officer    | 30% < 39  |
| 20% Retired Enlisted  | 58% 40-59 |
| 36% Other Mil Service | 12% > 60  |

## Total Assigned by Grade



## Civilian Retirement Eligibility



**25% of those eligible to retire, actually separate (retire)**

Data Sources: Civilian CFMs and A1P – As of Dec, 31 2017



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# Logistics Human Capital Strategy



# Logistics Workforce Categories

## DoD - Four Logistics Workforce Categories

### SUPPLY MANAGEMENT



Includes procurement to disposal of defense system material, and integration of multiple material sources and processes to meet war fighter requirements.

Forecasting and Demand Planning

Supply Planning

Sourcing

Inventory Management

### MAINTENANCE SUPPORT



Includes planning and executing maintenance, both scheduled and unscheduled, to defense system equipment.

Maintenance Operations  
(includes depot maintenance)

Production & Support

### DEPLOYMENT/ DISTRIBUTION/ TRANSPORTATION



Includes transportation, packaging, cargo scheduling, and dispatching of materials, support services, and personnel in response to customer requirements to move and sustain the force.

Physical Distribution/  
Transportation Operations

Deployment Planning

### LIFE CYCLE LOGISTICS



Includes planning, development, implementation, and management of a comprehensive, affordable, and effective systems support strategy.

Logistics Design Influence

Integrated Logistics Support  
Planning

Product Support & Sustainment

Configuration Management

Reliability & Maintainability  
Analysis

Technical/Product Data  
Management

Supportability Analysis



# DoD Logistics Human Capital Strategy

## Enterprise Logisticians



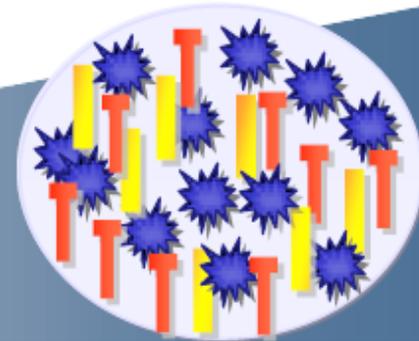
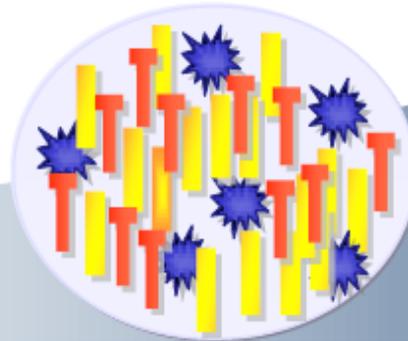
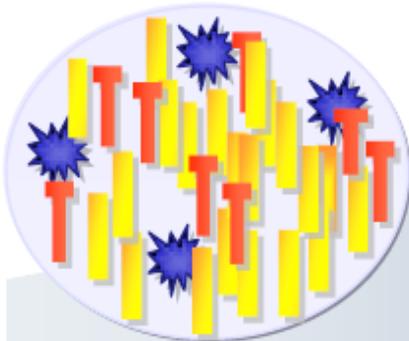
**"I" People** – Deep knowledge, narrow expertise in functional segment, with limited knowledge of other functional segments or fields.



**"T" People** – Broader knowledge across a field, possibly with depth in some but not all logistics segments; some knowledge of business or other fields; some development assignments and training.

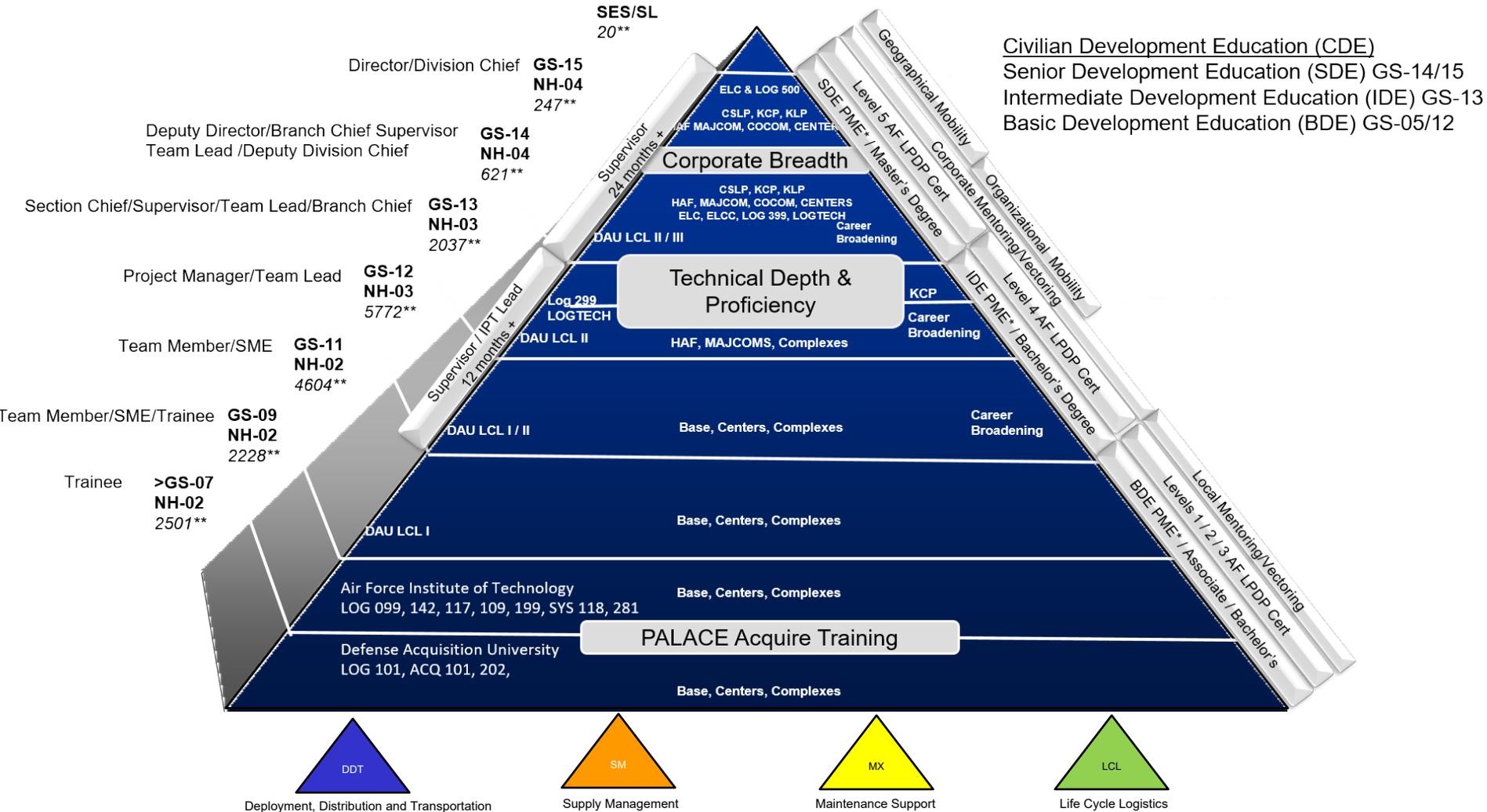


**Enterprise Logistician** – Multifaceted logistician with expertise in many segments and knowledge of the logistics process end-to-end; knowledge of business or other fields; executive training; multi-component experience.





# Logistics Career Pyramid



**Agile, Innovative, and Responsive...Fueling the Fight!**



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# Logistics Professional Development Program (LPDP)



# Logistics Professional Development Program (LPDP)

- Professional Certification Program
- DoD and AF Logistics Human Capital Strategy
- Recognize our Workforce
- Professionalize our Workforce
- Now Available AF Wide
- Includes
  - Technical Experience
  - Training – Series & Enterprise
  - Academics and PME
  - Supervisory Experience



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS UNITED STATES AIR FORCE  
WASHINGTON, DC

15 Feb 18

MEMORANDUM FOR ALMAJCOM-FOA-DRU  
DISTRIBUTION C

FROM: HQ USAF/A4  
1030 Air Force Pentagon  
Washington, DC 20330-1030

SUBJECT: FY19 Air Force Logistics Professional Development Program Implementation

The Logistics Community's continual efforts to meet the intent of the Human Capital Annex within the USAF Strategic Master Plan (SMP) has led to the implementation of the Air Force Logistics Professional Development Program (LPDP). Over six years ago, Air Force Materiel Command (AFMC) initiated this program to meet the Department of Defense (DoD) and AF Logistics Human Capital Strategy (LHCS) tenants. This program has fully matured and is now ready for AF-wide implementation. The program is a competency based certificate program that includes experience, training, education and core anchors valued by our Logistics Leadership signifying our workforce bench and capability.

The Logistics Executive Board (LEB) and the Logistics Advisory Council (LAC) has had much dialogue regarding this program within the last year and members of your workforce are currently integrated into our program working groups to ensure overall program success. I request MAJCOM continual support in this program to ensure successful FY19 implementation and so that our workforce can be recognized for their achievements via earned certificates.

This is important work and must be a priority as we continue to professionalize our workforce in dynamic environments to meet war-fighter requirements. Our people are our competitive advantage and they will ensure our success now and in the future. We appreciate your team's support as we manage the efforts to expand this program to the entire civilian logistics workforce.

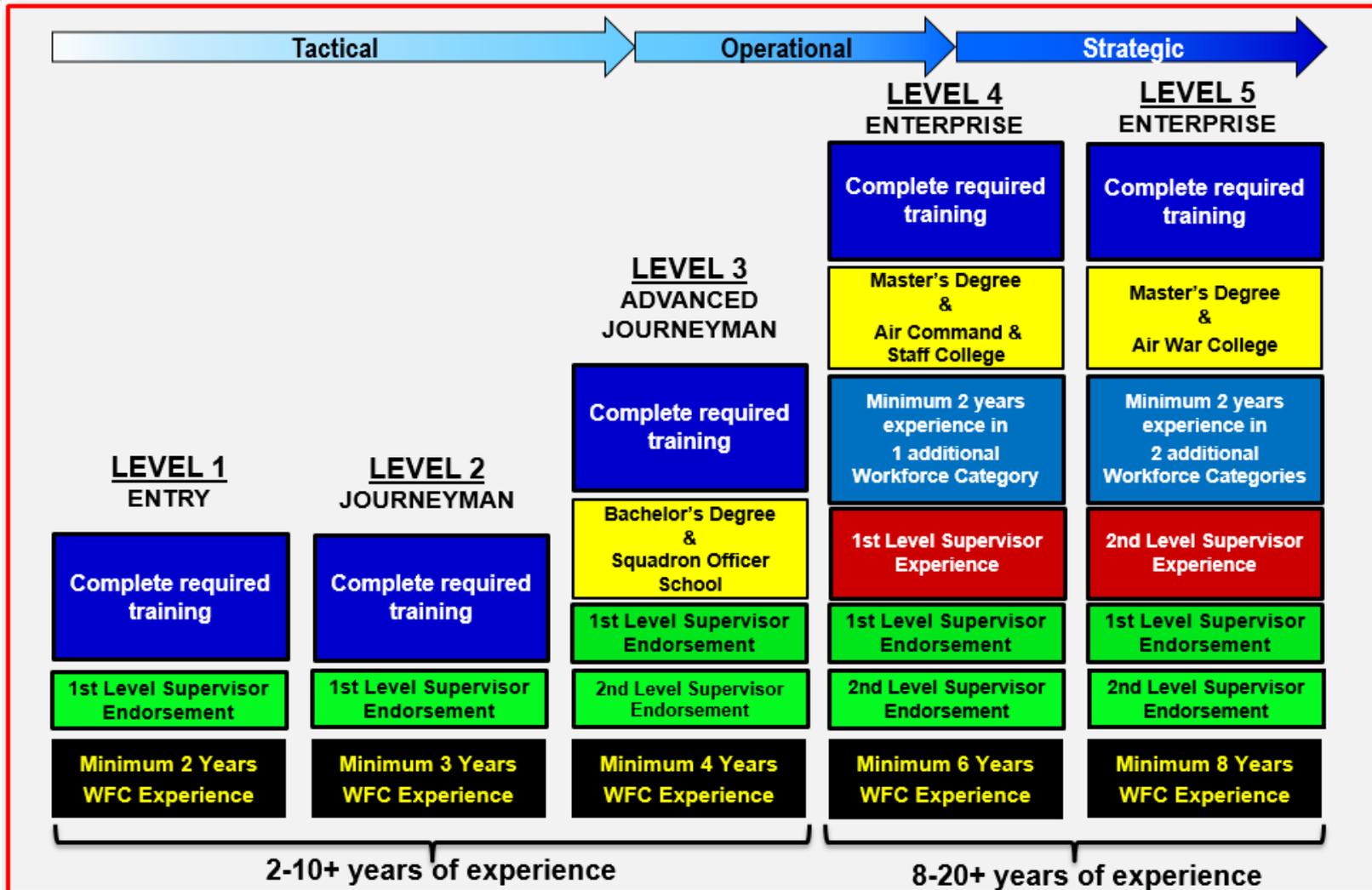
For any queries regarding this program please contact Mr. Joshua Gee at 703-697-3523, [joshua.1.gee2.civ@mail.mil](mailto:joshua.1.gee2.civ@mail.mil).

  
TIMOTHY K. BRIDGES, USA  
Asst DCS/Logistics, Engineering &  
Force Protection

Next Open Season Oct-Dec 2019



# AF LPDP Framework





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# Force Development



# ***Why a Mentor? And Who?***

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- **Provide guidance on your career path and a sounding board for future development**
- **Multiple different types of Mentoring**
  - **Informal or Formal, on the job, about tasks, about development**
- **Who makes a good mentor?**
  - **Someone in a job you might someday want**
  - **Someone in a totally different work unit for diverse perspective**
  - **Someone up a grade level or two**
  - **You! Are you mentoring others?**



# CCAR Performance Model

- Past DTs have noted that the applicant's resume does not highlight accomplishments and impact to the mission
- Use the OPM **CCAR** model
- **Challenge**: Describe specific problem or goal
- **Context**: Talk about individuals and groups you worked with, and/or the environment in which you worked, to tackle the challenge
- **Action**: Discuss specific actions you took to address the challenge
- **Result**: Give specific examples of results (impact) of your actions in addressing the challenge





# Resume Dos and Don'ts

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- **Do** *know your audience*
- **Do** *use data*
- **Do** *include volunteer work (if applicable)*
- **Do** *include your series and grades for all positions*
- **Do** *note your anticipated completion date(s)*
  
- **Don't** *deviate from the standard template*
- **Don't** *copy your position description*
- **Don't** *be fluffy*
- **Don't** *include anything confidential or classified*
- **Don't** *submit a scanned resume*



# What is Career Planning Cycle/ Vectoring?

- **Built on developmental assessment**
- **Addresses full range of opportunities**
  - Education
  - Training
  - Assignment (type of job or level)
- **Recommendations only**
  - Employees expected to assume active role
  - No guarantees – everyone competes
  - Opportunities tied to record
- **Multi-use guide**
  - Individual
  - Chain of Command
  - Career Field Teams



# Development Team (DT) Career Planning Cycle/ Vectoring

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- **A formal mentoring process for Civilian personnel**
- **Senior leaders provide an individualized assessment based on a review of training, education, experience, and career goals**
  - **Structured Review of YOUR Career Development Plan**
  - **Provides measurable outcomes**
  - **Directly tied to the Strategic Plan of each Career Field**
  - **Provides career guidance**
  - **Encourages communication between employees and supervisors**
  - **Visibility to the career field team and senior leaders**
  - **Addresses full range of opportunities**
  - **Recommendations ONLY**
  - **Multi-use guidance**



# Development Team (DT) Career Development Plan/Vector

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- Senior level review of an employee's career goals and record
  - Mobility is NOT a condition to be vectored
  - It is NOT a Job offer
  - Does NOT guarantee promotion or opportunities
  - You MUST apply!
  - You MUST provide consistent, sustained performance
- Variety of Advice and Outcomes
  - May offer Leadership & Management Training Opportunities
  - Organizational Mobility considerations
  - Talent Management, find and develop unique skill sets
- Target Audience: Varies by career field, will be detailed in the call



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# **Civilian Developmental Education (CDE) & Civilian Strategic Leadership Program (CSLP)**



# *What is CDE?*

- **Civilian Developmental Education (CDE) consists of short and long term leadership, academic and fellowships training programs**
  
- **Purpose**
  - Meet long-term Air Force leadership needs
  - Prepare employees for increased responsibility and enhance leadership development
  - Select the right person, for the right training at the right time
  - Optimize newly learned skills in an appropriate duty location
    - Most programs do not require applicant to be mobile
    - Some have short duration of TDY



# *CDE Eligibility*

- **Some CDE opportunities available for all employees!**
  - **CADP available for FWS personnel**
- **Eligible employees are encouraged to apply**
  - **2 years of Federal civil service**
    - **Temporary, term, indefinite status appointments not eligible**
  - **Commanders and managers are responsible for identifying and recommending quality candidates**
  - **Requires Endorsement**
  - **Force Development and course information on myPers:**  
<https://mypers.af.mil/app/categories/c/549/p/2>



# CDE Application

- **MyVector** <https://myvector.us.af.mil/myvector/>
  - Build resume in MyVector - review experience history for gaps
  - Duties, Career, Education & Training pull from civilian database, MyBiz <https://compo.dcpds.cpms.osd.mil/>
- Identify suitable CDE - discuss with supervisor
  - Schedule time with senior endorsers
  - Work together on goals and endorsements



# ***CDE and Civilian Strategic Leadership (CSLP) Program Timeline***

- Individuals discuss CDE with Supervisor..... **START NOW!**
- **Call for Nominations**..... **13 Jan**
- **Nominations Due to AFPC**..... **16 Mar**
- Functional Review (LEB)..... Jun
- Corporate CDE Selection Board..... TBD
- **CDE Selections Announced**..... **TBD**

***Check with your local Chain of Command for any organization-specific timelines***



# ***Professional Military Education (PME)***

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- **Basic Developmental Education (BDE)**
    - **Squadron Officer School (SOS) GS-9/11/12**
  
  - **Intermediate Developmental Education (IDE)**
    - **Air Cmd & Staff College (SANDS) (GS-12/13)**
    - **Air Cmd & Staff College (In Residence) (GS-12/13)**
    - **Air Cmd & Staff College (OLMP) (GS-12/13/14)**
  
  - **Senior Developmental Education (SDE) – **Mobility Required****
    - **Air War College (GS-14/15)**
    - **Defense Senior Leader Development Pgm (GS-14/15)**
    - **Eisenhower School (GS-14/15)**
    - **National War College (GS-14/15)**
    - **College of Information & Cyberspace (GS-15)**
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# *Academic/Fellowship Courses*

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- **Civilian Associates Degree Pgm (All Grades–GS/FWS)**
- **Education w/ Industry (GS 11-13)**
- **AF Legislative Fellows (GS 12-14)**
- **Master's Degree (GS 12-15)**
- **AF Institute of Technology Master's Degree (GS 12-15)**
- **RAND Fellowship (GS 14-15)**
- **AF Nat'l Labs Fellowship (GS 12-15)**
- **White House Ldrshp Dev Pgm (GS 15)**



# ***Leadership Seminars (Short Courses)***

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- **Defense Civ Emerging Ldr Course (GS 07-11)**
- **Developing Team Ldr Crse (GS 07-13)**
- **Executive Ldrshp Dev Pgm (GS 12-13)**
- **Excellence in Govt (GS 14-15)**
- **Leading Effectively Through Change (GS 14-15)**
- **Civilian Ldrshp Crse (GS 14-15)**
- **Enterprise Ldrshp Seminar (GS-15)**
- **Enterprise Perspective Seminar (GS-15)**
- **Leading Strategically (GS-15)**
- **Nat'l & Internat'l Security Ldrshp Seminar (GS-15)**



# ***AY20 CDE Board Feedback (Supervisor/Endorser)***

- **Supervisors/Endorsers must review entire package being Endorsed**
  - Awards influence competitiveness
  - Quality check entire package – specifically resume – to ensure it will be competitive...if not, have employee re-accomplish
  - Missing opportunities to stratify – stratifications are big influencers
- **Recommend vs Highly Recommend** – makes a BIG impact!
- Luke warm Endorsement with strong DT Vector – made it difficult for CDE board to figure out
- Endorser needs to endorse for right program
- Don't view CSLP as a job/promotion opportunity
  - Ensure employees accomplish the necessary precursors
    - Master's degree
    - PME



# ***Workforce Development Civilian Strategic Leader Program (CSLP)***

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- **Develops AF senior civilians (GS-14 / 15)**
- **Provides a highly-qualified leadership pipeline**
  - **Includes Acq / Lab Demo eligible equivalents**
  - **GS-13s MUST also apply via announcement (USAJobs)**
- **Selection Board makes competitive selections based on Development Teams vector, endorsement, and leadership**
- **36-month experiential assignments w/ scope and responsibilities having AF enterprise / DoD-wide impact**
- **Diverse organization assignment levels**
  - **Installation: *i.e.* Deputy Director for Installation Support**
  - **MAJCOM: *i.e.* Political Military Affairs Advisor**
  - **HAF: *i.e.* Congressional Liaison Rep @ SAF/LL**
  - **Joint / CoCOM: *i.e.* Political Military Affairs Planner @ Joint Staff**



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# Career Broadening & Key Career Positions



# ***Developmental Programs: Career Broadening (CB)***

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- **Purpose: Ensure Logistics Career Broadening Program is building occupational and institutional competencies while enhancing leadership perspectives to grow the next bench of Ready, Cost Savvy Senior Civilians in order to Enable Future Operating Concepts**
- **Focus: Developing leadership qualities**
- **Open to GS-12 through GS-14**
- **Opportunities for advancement (temp promotion)**
- **There are 48 Logistics CB positions administered by Logistics Career Field Team (LCFT) at AFPC**



# Developmental Programs: Career Broadening (CB)

|  |   |   |  |   |
|--|---|---|--|---|
| <p><b><u>Barksdale</u></b><br/>AFGSC</p> <p>GS-0346-13 A4M</p> | <p><b><u>Pentagon</u></b></p> <p><b>*HAF</b><br/>GS-0346-14 A4LM<br/>GS-0346-14 A4LM<br/>GS-0346-13 A4LR<br/>GS-0346-13 A4LR<br/>GS-0346-14 A4LX<br/>GS-0346-14 A4PA<br/>GS-0346-13 A4PR<br/>GS-0346-13 A4PY<br/>GS-0346-14 A4PY</p> <p><b>*OSD</b><br/>GS-0346-14</p> <p><b>JCS</b><br/>GS-0346-14 (J4)</p> <p><b>*SAF</b><br/>GS-0346-14 AQD<br/>GS-0346-14 AQD<br/>GS-346-13 IEE</p> <p><b>F-35 IO</b><br/>GS-0343-14 (J4)</p> | <p><b><u>JBSA-Lackland</u></b></p> <p><b>AFIMSC</b><br/>GS-0346-13 IZS</p> <p><b><u>JBSA-Randolph</u></b></p> <p><b>AFPC</b><br/>GS-0301-12 DP2ZN<br/>GS-0301-12 DP2ZN<br/>GS-0301-12 DP2ZN<br/>GS-0301-12 DP2ZN<br/>GS-0301-12 DP2ZN<br/>GS-0301-12 DP2ZN<br/>GS-0301-13 DP2ZN<br/>GS-0301-13 DP2ZN<br/>GS-0301-13 DP2ZN<br/>GS-0301-13 DP2ZN<br/>GS-0301-13 DP2ZN<br/>GS-0301-14 DP2ZN</p> <p><b>AETC</b><br/>GS-0304-12-A4PY</p> | <p><b><u>Peterson</u></b></p> <p><b>AFSPC</b><br/>GS-0346-12 A4LX<br/>GS-0346-13 A4LX</p> <p><b><u>Wright-Patterson</u></b></p> <p><b>AFMC</b><br/>GS-0346-13 A4L<br/>GS-0346-13 A4L RNI**<br/>GS-034614 A4L RNI**<br/>GS-0346-13 A4PT</p> <p><b><u>Scott</u></b></p> <p><b>Army SDDC</b><br/>GS-0346-13</p> <p><b>AMC</b><br/>GS-0346 13 A4</p> <p><b>AFSC</b><br/>GS-0346-12 635 SCOW</p> <p><b>TRANSCOM</b><br/>GS-0346-14 J4/5</p> | <p><b><u>Kirtland</u></b></p> <p><b>AFNWC</b><br/>GS-0346-13</p> <p><b><u>Tinker</u></b></p> <p><b>AFMC/AFSC</b><br/>GS-0346-13 418 SCMS</p> <p><b><u>Robins</u></b></p> <p><b>AFMC/AFLCMC</b><br/>GS-0346-13 AZA</p> |
|--|---|---|--|---|



# ***Developmental Programs: Key Career Positions (KCPs)***

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- **KCP Purpose: Providing breadth in logistics competencies**
- **Focus is high potential career-developed candidates who have demonstrated sustained commitment to personal development and adaptability to change**
  - **Currently lateral GS-13 through GS-15**
- **Currently 51 KCPs are distributed throughout seven MAJCOMs**
  - **HAF/SAF**
  - **ACC**
  - **AMC**
  - **AFMC**
  - **AFRC**
  - **AFSPC**
  - **TRANSCOM**



# Workforce Development Civilian Tuition Assistance (TA)

| Non-ACQ/Non-Intern                   | Interns (Non-ACQ)                | Acquisition  |
|--------------------------------------|----------------------------------|--|
| All Grades                           | GS-7 thru GS-12 centrally funded | Must be in an acquisition coded position           |
| 75% funded<br>\$4,500 annual cap     | 100% funded<br>no annual cap     | \$50K total for a degree                           |
| May take up to two courses at a time |                                  | Amount over \$50K must be funded by employee first |

- TA avail for Doctorate courses; follows Non-Acq funding guidelines
  - Current exception: Interns
- Available to assist employees with completion of formal education
- AFI 36-401 governs TA policy
  - Not available for same level course work as degree held



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# CFT Toolkit



# *Interviewing/Resumes*

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- **Interview Preparation and Tips for Interview Success**
  - **By Ms. Lisa Smith, SES and Logistics Advisory Council Member**
  - <https://www.youtube.com/watch?v=K7SoFeTFf6A&t=59s>
  - **Skill set that requires preparation and practice**
  - **How to build talking points - Results Oriented**
  - **One-way Dialogue - Making the most out of your time**
- **Writing an Effective Resume**
  - <https://www.youtube.com/watch?v=6tsgs6XylEM>
  - **Results Oriented Resumes**
  - **Showcase your experience and maximize your points**
  - **Don't leave it up to reviewer to guess your experience**



# Logistics Civilian Development SharePoint

## WELCOME TO THE CIVILIAN LEADERSHIP CORNER



Stay up to date with important career field information and announcements from Logistics Civilian Leadership. Click below to read the latest.

- **One-stop shop for critical resources for career progression**
- **Subscribe to the Announcements and be instantly notified of news and hot topics**
- **AFPC Corner – HR focused updates provided by you Career Field Team**
- **[https://cs2.eis.af.mil/sites/10826/logr/SiteAssets/fd/rod/index.aspx#/civilian](https://cs2.eis.af.mil/sites/10826/logr/SiteAssets/fd/prod/index.aspx#/civilian)**



# LCFT Pearls of Wisdom

- **Strong job performance is the key to success!**
- **Follow application/package instructions carefully**
- **SEEK a mentor to achieve your career goals**
- **BE a mentor and help others with their goals**
- **Don't know the answer? Ask the LCFT!**
  - [afpc.logisticscareerfieldprogram@us.af.mil](mailto:afpc.logisticscareerfieldprogram@us.af.mil)
  - DSN 665-2365
  - [https://mypers.af.mil/app/answers/detail/a\\_id/13240/p/1,2/c/1075](https://mypers.af.mil/app/answers/detail/a_id/13240/p/1,2/c/1075)



# *The Air Force's Personnel Center*

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