National Aeronautics and
Space Administration
Headquarters
Washington, DC 20546-0001

December 1, 2011

Reply to Attn of: Office of the Chief Engineer

TO: Distribution

FROM: NASA Chief Engineer

SUBJECT: FY 12 Call for Systems Engineering Leadership Development Program (SELDP) Nominations

NASA leadership has identified systems engineering (SE) as a critical core competency in enabling current and future Mission success. The SELDP has been established to accelerate the development of systems engineers by providing the balance of two critical learning components referred to as the Art (leadership development), and Science (technical development) of systems engineering. A complete explanation can be found at http://www.nasa.gov/pdf/311198main_Art_and_Sci_of_SE_LONG_1_20_09.pdf.

SELDP as a Strategic Development Tool:

Centers are advised to utilize SELDP as a strategic mid- to long-term investment. This investment is only successful when Centers' systems engineering needs are met; which means that upon return, the participant is placed in a position where the learning and experience they gained in the program is quickly applied to meeting essential Center needs. Before identifying nominees, Centers are encouraged to first consider the systems engineering knowledge, skills and abilities they will need to successfully run programs and projects 18 to 24 months from now.

With this perspective, the Center is better positioned to identify qualified SELDP candidates who:

- Are a full–time Permanent, Civil Servant, GS-13 to GS-15 NASA employee, or a Senior Systems Engineer at JPL.
- Have an Engineering Bachelors Degree or AST Equivalent
- Are willing and available to leave their home Center and take on an assignment at another NASA Center for 6 to 12 months.
- With NASA-wide exposure, and expanded systems engineering and leadership skills and experience, are best positioned to take on these future Center challenges, versus employees who are currently available;

- Have graduated from their Center systems engineering program or can demonstrate through their experience, training and education that they have this knowledge and experience;
- Have demonstrated the leadership behaviors and aptitudes listed on Attachment A, SELDP Selection Criteria;
- Have demonstrated technical/discipline capabilities and experience applying SE competencies as defined by APPEL Level 2, Subsystem Leads at http://www.nasa.gov/offices/oce/appel/pm-development/pm_se_competency_framework.html; and,
- Have taken APPEL SE prerequisite training including: Foundations of Aerospace at NASA, Project Management and Systems Engineering, (http://www.nasa.gov/offices/oce/appel/curriculum/core/17.html), and Fundamentals of Systems Engineering, (http://www.nasa.gov/offices/oce/appel/curriculum/courses/558.html) or equivalent.

To help Centers determine the best candidates for SELDP, a SELDP Supervisor and Engineering Director's Application Checklist is included as Attachment B. This checklist is not to be included in the application package submitted to NASA HQ.

Developmental Assignments:

Participants must engage in 6 to 12 month assignments away from their home Center. NASA Leadership has determined that the longer the assignment, the more effective the participant becomes at leading complex SE projects; therefore, 12 month assignments are given preference in the selection process.

Assignments are not selected by the participants. Assignments are identified by the SELDP Advocates, who conduct a full gap analysis of the participant's learning needs. *NOTE: These are full-time developmental assignments and cannot be done in conjunction with other continuing home Center responsibilities.* Program details can be found at http://www.nasa.gov/offices/oce/appel/seldp/program/index.html.

Application Logistics and Center Costs:

Nominations are due February 10, 2012 and should be sent to Sevatec Inc., Attn: Maureen Dale, 2101 Wilson Boulevard, Suite 110, Arlington, VA 22201.

Nomination packages must include an SELDP Nomination Form, NASA Form 1781 (NOV 10) for each nominee. NASA Form 1781 (NOV 10) can be downloaded from http://server-mpo.arc.nasa.gov/Services/NEFS/. Applications need to be concise. No attachments will be accepted and the minimum allowable font size is 11.

A single endorsement letter covering all nominees, signed by the Engineering Director and concurred by the Center Director also must be provided.

Please note: the format for this endorsement letter has changed. Endorsement letters are required to be submitted in the format provided in Attachment C, Engineering Director and Center Director Nomination and Endorsement Template/Example, and must include a rank order of the Center's nominees and statements of the nominee's developmental path and the benefit to the center/reentry strategy. An example of the requested information is included in Attachment C.

Centers are requested to identify a point of contact to coordinate the announcement and selection of nominees, and provide the name and contact information of their point of contact to Maureen Dale at mdale@sevatec.com by **December 16, 2011**.

Candidates must be available to participate in an interview on April 3, 2012 and attend Orientation June TBD, 2012. All information from this call letter, including the requirement to attend these two events, should be clearly communicated in the Center's call letter and to all nominees. See Attachment D for the complete SELDP Selection Schedule.

Centers are responsible for funding their participant's salary and the following travel costs: 1) travel to/from the interview; 2) travel to/from Orientation; 3) training and associated travel that is not part of SELDP workshops; 4) additional trips home, above the allowed quarterly trip; and 5) project travel required for participants assigned to their Center. OCE funds all other program travel and training for participants, including NASA employees assigned to JPL. JPL is responsible for funding all costs associated with their employee's participation in the program as noted above, with the exception of #5, project travel required for participants assigned to their Center.

Please address questions concerning this announcement to Chris Williams, Christine.r.williams-1@nasa.gov or 202-358-2146.

Michael Ryschkewitsch
Chief Engineer

4 Enclosures:
Attachment A: SELDP Selection Criteria
Attachment B: Supervisor and Engineering Director's Application Checklist
Attachment C: Engineering Director and Center Director Nomination and Endorsement Template/Example
Attachment D: SELDP Selection Schedule

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