

FINANCIAL MANAGEMENT DEVELOPMENT PROGRAM
Developmental Objective 1 for Financial Manager

Understand, develop, and apply accounting and budget principles, concepts and practices of Federal government activities, and specifically DOE, including preparation/analysis of financial reports.

PREREQUISITE: Accountant or Budget Analyst Levels II or demonstrated equivalent experience (i.e., Institutional Focus ...)

Work Experience/OJT	FMDP #	Other	FMDP #	Electives	FMDP #
Special work project (commensurate with grade and experience)	CF1C81	Vendor Course: - Ethics Course - Current Government, Financial or Management Issues	FM7E31 FM3A09	Participate in OMB, and Congressional Testimony, or brief/advise State Legislative Committees or, Citizen's Advisory Board	CF1J87
Managerial participation in the budget process	CF1J53	Self Review: - CFO Act of 1990 - GPR Act of 1993 - GMR Act of 1994 - FFMI Act of 1996 - DCI Act of 1996 - FMFI Act of 1982	CF3R26 CF3R30 CF3R29 CF3R27 CF3R25 CF3R28	General reading assignments from professional publications, as appropriate	CF3R04
Managerial participation in the Accounting Process (through A-123 activities, process improvement activities, and/or procedure development activities)	CF1J54				
Participative role in FMDP course development or instruction	CF1J90	DOE Courses: - Overview of Financial Management - Federal Financial Policy Seminar	CF3A01 CF3A02		

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Developmental Objective 2 for Financial Manager

Understand the mission and functions of the Federal Government, the Department of Energy, and your local office.

PREREQUISITE: Accountant or Budget Analyst Levels II or demonstrated equivalent experience.

Work Experience/OJT	FMDP #	Other	FMDP #	Electives	FMDP #
Participate in formal budget reviews	CF1F22	Participation in briefings by senior program and/or project managers	CF1F56	Temporary reassignment (rotate to either another CFO office, to a Lead Program Office (LPSO) or work on a task force	CF1B01
Field trip to review program activities	CF1J55			Attend Congressional/OMB Hearings	CF1F25
Participation on or presentation Departmental level initiatives (FMSIC), Corporate Tiger Team, Strategic Planning	CF1J40				

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Developmental Objective 3 for Financial Manager

Perform Reviews and Analyses

PREREQUISITE: Accountant or Budget Analyst Levels II or demonstrated equivalent experience.

Work Experience/OJT	FMDP #	Other	FMDP #	Electives	FMDP #
Lead a financial management review.	CF1J52	Vendor Course: - Decision-Making - Quality Improvement Training	FM7D24 FM7Q01		
Participate in OECM Reviews, Environmental Liability Reviews, Life-cycle baseline reviews, contractor oversight reviews	CF1J60	Self Review: - Cross-cutting financial reports and statements (e.g., contractor financial statements or the DOE functional cost report)	CF3R37		

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Developmental Objective 4 for Financial Manager

Develop Effective Planning and Execution Skills.

PREREQUISITE: Accountant or Budget Analyst Levels II or demonstrated equivalent experience.

Work Experience/OJT	FMDP #	Other	FMDP #	Electives	FMDP #
Lead or be an active participant in strategic planning	CF1Q81	DOE Course: - DOE Strategic Planning	PMS01	Self Review: - Significant Federal planning objectives (e.g., MOX)	CF3R57
Review annual DOE, CFO and local Strategic Plans	CF1M24	Vendor Course: - DOE Program/Project Management (DOE Order 413.)	FM7P04	Vendor Courses: - Stress Management - Time Management - Long-Range Planning	FM7M20 FM7M06 FM7L11
Demonstrate knowledge of: Earned Value Systems	CF1J58				
Experience in application of Financial Management Tools (e.g., Make versus Buy, Present Value, Break even, Linear Regression, Lease versus Purchase).	CF1J59				

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Developmental Objective 5 for Financial Manager

Understand the Financial Management Information System and obtain fundamental and working knowledge of personal computer (PC) applications.

PREREQUISITE: Accountant or Budget Analyst Levels II or demonstrated equivalent experience.

Work Experience/OJT	FMDP #	Other	FMDP #	Electives	FMDP #
Knowledge of internet resources and inquiry techniques	CF1L52	Self Review: - OMB Website - GAO Website - GSA Website - Office of Federal Financial Management Website - Treasury Website - CFO Council Website	CF3R33 CF3R42 CF3R35 CF3R43 CF3R32 CF3R34	Self Review: - Current Personal Computer and Internet Publications	CF3R19
Participate in the development or upgrade of a business information system	CF1K11				
Understanding and use of the reports generated from the Information Systems.	CF1K12				
Demonstrated use of specialized Personal Computer Tools (e.g., MicroSoft Office)	CF1L55				

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Developmental Objective 6 for Financial Manager

Serve as a Team Leader, Branch Chief or Supervisor of a diverse group of professionals dealing with a complex, sensitive, or highly visible financial issue.

PREREQUISITE: Accountant or Budget Analyst Levels II or demonstrated equivalent experience.

Work Experience/OJT	FMDP #	Other	FMDP #	Electives	FMDP #
Provide Mentoring	CF1G01	Vendor Courses: - Labor Relations - Leadership/Motivation - Team Building	FM7N32 SCM05 FM7M08		
Demonstrate experience as a Team Leader, Branch Chief or Supervisor (for a period of one performance cycle)	CF1P24	Supervisory Courses: - Current Trends in Supervision and Management - Equal Employment Opportunity - Getting Back to Basics - Managing Organizational Change - Managing Conflict/Conflict Resolution	SMC04 SMC03 SMC01 SMC10 SMC02		
Participation on a selection ranking panel	CF1P23				

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Developmental Objective 7 for Financial Manager

Strengthen Communication Skills

PREREQUISITE: Accountant or Budget Analyst Levels II or demonstrated equivalent experience.

Work Experience/OJT	FMDP #	Other	FMDP #	Electives	FMDP #
Personally plan and conduct executive and staff briefings	CF1E82	Vendor Courses: - Negotiations Course - Interpersonal Relations Course	FM7N31 FM7H71	Vendor Courses: - Public Speaking	FM7B04
Effectively communicate with senior officials from outside the Department (external auditors, OMB, Congress and the Public)	CF1E84			Supervisory Course: - Speaking Skills for Managers	SMC14
Effectively communicate with senior officials at DOE Headquarters	CF1E85			Participation in a Collective Bargaining process	CF1J83
Make a presentation on a controversial or sensitive topic to senior field management, HQ, OMB or Congressional staff	CF1E40				
Prepare/author issue/decision papers	CF1E80				