

INFORMATION PAPER

SUBJECT: Information on the Office of Personnel Management (OPM) Federal Internal Coach Training Program (FICTP)

BLUF: This paper highlights the critical importance and connection of coaching to strategic level DoD priorities, and summarizes the OPM FICTP to support a sustainable culture of coaching across the Department.

Impact:

- Key strategic documents such as the May 2022 Defense Business Board (DBB) report on “Strengthening Defense Department Civilian Talent Management” and the October 2022 National Defense Strategy (NDS) call upon the Department to prioritize “increase[ing] individual and organizational performance” and “building a resilient Joint Force and Defense Ecosystem”.
- The Federal Internal Coach Training Program (FICTP), led by the Office of Personnel Management (OPM), is purposed to provide International Coaching Federation (ICF)-certified coach training to Federal employees. Program graduates will be recognized as federal internal coaches – equipped with the knowledge and skills needed to provide coaching to DoD and federal employees.
- Coaching serves as a “transformative process of guiding and enabling change” that supports cohesion between managers and employees, groups, and teams and over time, unlocks previously untapped sources of imagination, productivity, problem solving and leadership. For the DoD workforce, OPM FICTP will equip participants (i.e. employees selected for the annual cohort via the competitive nomination process) with the skills needed to partner with employees to foster greater levels of self-reflection, creativity, and taking down limiting beliefs and behaviors in order to lay the groundwork for increased performance and a new way forward.
- When paired with key workforce development programs and initiatives (i.e. leadership development, supervisory training, etc.), coaching sets the conditions for increased on-the-job application of learned skills, behavior change, more favorable returns on investment rates, and the achievement of mission-critical goals.
- In establishing a sustainable culture of coaching, the Department’s efforts also align with a key tenet of the President’s Management Agenda that prioritizes a federal workforce that can “turn peril into possibility, crisis into opportunity, [and] setbacks into strength.”

Next Steps:

- Partner with the Defense Civilian Personnel Advisory Service (DCPAS) Front Office to release a formal announcement (via numbered message) for the FY23 OPM FICTP Call for Nominations to DoD Components (i.e. Army, Navy, Air Force and Space Force) and organizations in the Office of the Secretary of Defense, Defense Agencies and Organizations (4th Estate). As the Intelligence Community (IC) receives a separate number of billets for OPM FICTP, the IC will not receive this announcement.
- Partner with Component and 4th Estate Coaching Program Managers and Training Coordinators to ensure distribution of the FY23 OPM FICTP announcement amongst their workforce.
- Partner with members of the Defense Chief Learning Officers Council (DCLOC) and DCLOC Coaching Community of Practice (DCCOP) to ensure distribution of the FY23 OPM FICTP announcement amongst their workforce and request support for selection boards.

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Discussion:

OPM FICTP Application Requirements

For FY2023, DoD will accept applicants from employees in the grade ranges of GS 12/equivalent and above.

A complete FY2023 application for OPM FICTP will include the following forms:

- FY2023 OPM FICTP Official Application Form
- FY2023 OPM FICTP DoD Continued Service Agreement
- FY2023 OPM DoD Application Package (with Supervisory Endorsement included)

Completed applications should be submitted to the applicant's respective Coaching Program Manager or Training Coordinator. Contact information for all current Component and 4th Estate Coaching Program Managers and Training Coordinators can be found on the [DoD Coaching website](#) by visit the link labeled "[DoD Coaching Points of Contact – Coaching Program Managers and Training Coordinators](#)".

All applications should be submitted to the [DoD Coaching Inbox](#) by COB 10 March 2023. Participating Component and 4th Estate Coaching Program Managers and Training Coordinators will be notified of selectees and non-selectees by COB 31 March 2023. Official congratulatory letters and information on next steps will be sent to selectees by COB 7 April 2023.

Program Requirements

Participants in the OPM FICTP will receive 114 hours of virtual coach-specific training, practice, and other assignments. The duration of the program is approximately eight (8) months and includes both an Orientation and graduation ceremony.

Participants will be required to participate in training on the following days:

- Orientation: April 26, 2023
- May 4-5, and 8- 10, 2023
- June 7-8, 2023
- July 19-20, 2023
- August 23-24, 2023
- September 13-14, 2023
- October 11-12, 2023
- November 14-15, 2023
- December 12-13, 2023
- Graduation: January 31, 2024

Program Costs

Per the Office of Personnel Management (OPM), this program is offered at no cost to participating agencies. Comparable training is valued at approximately \$11,500.00. All applicants will sign a Continued Service Agreement (CSA) requiring a minimum of two (2) years of the service to the Federal Government.