
Office of Resource Management (ORM) Update

October 28, 2013



ORM Update Agenda

- ORM Mission
- Initiatives and Accomplishments
- ORM Focus in FY 2014 and beyond



ORM Mission

The Office of Resource Management serves as a strategic partner with leadership of the Federal Retirement Thrift Investment Board to develop and deliver innovative administrative services and human resource programs designed to support the employees and overall mission of the Agency



Initiatives and Accomplishments

- ORM-HR Human Capital Plan published in October
 - Outlining Agency's 4 year plan to attract, align, develop, reward, and measure the performance of the workforce
 - Elements of the HCP were initiated prior to publication
 - Hiring and recruitment
 - Change management
 - Enhanced training and development opportunities



Change Management Initiative

- In Q4 of FY 2013, the Agency implemented a change management program with a series of workshops and coaching opportunities:
 - September - Myers Briggs Type Indicator (MBTI)– Valuing Differences
 - Designed to build awareness of team dynamics and leverage a team’s diverse perspectives to optimize innovation and productivity
 - October & November - Powerful Dialogue and Trust Building workshops
 - Focus on solid working relationships within the agency
 - November & December- Office-level team-building sessions
 - Co-facilitated with Office Director
 - November & beyond- Optional professional coaching sessions post-completion of workshops



Enhanced Employee Training & Development Program

- The Agency revised its Training and Development Directive in 2013:
 - Reinforcing support for required supervisor/manager training
 - Support and assistance with obtaining/maintaining professional certifications
 - Instituting a tuition assistance program
 - Competition and selection in the Academic Degree and Executive Development Programs



Initiatives and Accomplishments

- Administrative Services Division Personnel Security Program
 - ORM published its directive on Personnel Identity Verification (PIV), Suitability & Fitness Determinations in February 2013
 - Background checks and investigation process apply to all Agency employees
 - As contracts are awarded, clauses are in place to require the same check and investigation process for contractor staff
 - Form coordination and implementation of the process for contractors began October 1, 2013



ORM Focus FY 2014 & Beyond

- Human Resources Division
 - Within the Human Capital Plan
 - Skills Gap Analysis
 - Implementation of an Employee Learning Management System (ELMS)
 - Training Needs Assessment
 - 180^o/360^o Reviews begin in January-February 2014
 - Leadership Development Program
 - FRTIB Mentoring Program



ORM Focus FY 2014 & Beyond

- Administrative Service Division
 - 9th Floor Office space expansion
 - Continuation of personnel security process with preparation for increase in OPM background investigations
 - Revamp of Agency Resource Intranet Page
 - Active participation with OERM in Policies and Procedures project



