CONTINUOUS DEVELOPMENT INITIATIVE FOR ALL FSIS EMPLOYEES

I. PURPOSE

This notice announces a Continuous Development Initiative for all FSIS employees. The Continuous Development Initiative will offer employees at least 40 hours of development and training per fiscal year to be completed during their tour of duty.

II. BACKGROUND

Based on employee feedback, this initiative was developed to expand career development and training opportunities for all Agency employees. It supports Strategic Plan Goal 3, Outcome 3.1, Enhance Employee Training and Professional Development. Under this initiative, all employees will have access to continuous development and training opportunities that support their individual and professional growth.

III. REQUIREMENTS FOR THE INITIATIVE

A. Beginning in FY23, all employees may receive at least 40 hours of development and training opportunities throughout the fiscal year.

B. The supervisor and employee are to determine the development and training needs. Supervisors are to approve the specific number of hours, and the training and development options. This does not change the supervisor’s authority to assign needed training to employees.

IV. DEVELOPMENT AND TRAINING OPTIONS

A. Some development and training options may include:

1. Training related to the employees’ current position or training that will prepare them for a future position at FSIS;

2. Opportunity to shadow other positions in FSIS;

3. Cross-training in other duties;

4. On the job training;

5. Providing or receiving coaching;

6. Providing or receiving mentoring; and

7. AgLearn or other online resources including Employee Help or IPP Help.
V. QUESTIONS

Refer questions to OEED Training Transformation and Distance Learning Staff at 1-833-ASK-OEED or 1-833-275-6333.

[Signature]

Assistant Administrator
Policy and Program Development