



Equal Employment Opportunity Officer Course (EEOC) Resident

Purpose: This course develops knowledge and skills that allow graduates to manage effective EEO programs at the installation, activity, and command level. It reinforces previous training on inter/intrapersonal and organizational aspects of EEO.

Program/Course Description: The course builds on knowledge and skills gained through the DEOMI EEO Specialist Course and four or more years of full-time EEO program management experience. It develops a value-based EEO program leadership concept that reconciles the goals of Federal EEO law, the impact of successful EEO programs on leadership, quality, and mission accomplishment, and the reality of leading an EEO program in a diverse workforce. The course develops a state-of-the-art knowledge of nondiscrimination, affirmative action of EEO, diversity, and human resource management issues through a series of presentations by experts in these areas, group activities, and student-led symposia.

The ACE awards this course upper-division baccalaureate degree credit.

Learning Outcomes:

- Comprehend the facts on sexual assault reporting options and determine appropriate referral procedures
- Know the skills needed to meet common legal and regulatory bases for affirmative employment programs
- Know how investigations are conducted by applying common functions of the Investigation and Resolutions Division (IRD) process, then assist in making final agency decisions
- Know how culture impacts human relation issues
- Know basic concepts of diversity as it relates to norms, values, and strategies that managers can employ to improve diversity initiatives and the organization's climate
- Know EEO issues impacting DoD employment at the national level
- Know current policies, initiatives, and executive orders that apply to Department of Labor (DOL) programs
- Know senior-level EEO official perspectives on agency employment
- Know the common roles and responsibilities of the EEOC judiciary process
- Know the basic EEO compliant process phase for agencies rendering final agency actions
- Know basic concepts of Merit Systems Protection Board (MSPB) through an administration judge perspective
- Know how ethical issues can impact mission effectiveness
- Know the Federal budget process and how to develop a budget

Target Audience: EEO Specialists/Managers, civilian personnel/human resource management personnel and attorneys who have primary responsibility for managing a major aspect of an EEO program.

Specialty/Skill Identifier Awarded: None associated with this course.

Prerequisite: While grade and series should not be the exclusive determinant of eligibility for the course, the typical attendee will be in the GS-200 series at the GS 11 – 14 level. The student must be a graduate of an EEOCC or equivalent course or program, the DEOMI EEO Specialists Course, and have four or more years of full-time EEO experience.

Method of Instruction: Lecture, small group, case study, discussions, reading, research, and exercises/activities.

Instructional Medium: Classroom instructor, traditional audiovisual devices, printed materials, etc.

Duration: 10 academic days/80 hours

Frequency: One time per year.

Students per class: 48

Admissions Policy: Allocations granted by the Commandant and those set forth in each Service's school admissions policy serve as the basis for admission to any program or course offered at DEOMI. The Institute disseminates criteria for selection to each DoD component's EO/EEO proponent (i.e., headquarters office). The Air Force's education and training course announcement Web page (<https://etca.randolph.af.mil/>) has valuable information concerning DEOMI courses with links to other military Service training announcement sites. DEOMI's admissions policy supports the mission and purpose of the Institute and reflects the needs of the warfighter. DEOMI's student body consists of four distinct student populations: U.S. military officers, enlisted, international military members, and Federal Government civilian employees. DEOMI admits all DoD employees through their Services' selection/assignment processes.

Once admitted to the program, DEOMI expects each student to attend and participate in the lessons associated with the program. To be successful, each student must meet the lesson objectives.

Contact: For the resident course, contact the Student Service at DSN 854-5874/4617/5214, commercial (321) 494-5874/4617/5214. DoD civilians should direct their requests for quotas through their respective Training Offices to their Major Commands. If other than Army, Air Force, or National Guard, please send the first two pages of a completed SF-182 directly to our office.

Internet Address: www.defenseculture.mil or www.deomi.org