



EEO Professional 'Advanced' Course (EPS-A) 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: This course uses a hybrid approach to learning, which means that learning events occur in both online and in-resident environments. Students selected for the 'Advanced' course must complete all online modules prior to attending in-residence training. DEOMI provides knowledge about a subject using both ADL and traditional lectures given in resident. The online and in-resident portion of the training is a major strategy for expanding knowledge of basic subject matter in the cognitive domain of learning. It is critical that students comprehend the online training material prior to attending in-resident training. Doing so will ensure the student is fully prepared to meet in-resident learning objectives.

The course 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, strategic planning of affirmative employment of EEO, and human resource management issues through a series of presentations by experts in these subject matter areas, group activities, and student-led symposia.

DEOMI implements skills and attitude learning associated with higher level learning objectives in a small-group (in-resident) format in order to allow the student to meet both cognitive and affective learning objectives. Instructors will provide information that will assist students to understand lesson content and how to apply their experiences while in the small group. Lectures and discussions will center on the major issues and concerns pertinent to the civil servant environment and the competencies needed to become a successful Equal Employment Opportunity Professional (Officer). The course builds on knowledge and skills gained through the EEO Professional 'Intermediate' Course and three or more years of full-time EEO experience.

Phase I training consists of four online modules (approximately 8 hours of seat time):

1. *Special Hiring Authorities and Processes for Veteran's Preference and Individuals with Disabilities*
2. *Roles and Responsibilities of the Officer/Director*
3. *Officer/Director Leadership and Supervisory Skills*
4. *Issues Surrounding Employee Development and Relations*

Phase II consists of two weeks (approximately 72 hours) of in-resident training, including small-group activities designed to reinforce concepts learned during Phase I. Additionally, Phase II curriculum includes lessons on the following topics : *Fundamental Dimensions of the Officer/Director, Developing Agency Employees, The Concept of Culture, Workplace Harassment and Leadership Involvement, Employment Life-Cycle: Focus on Veterans' Preferences and IWD, Drafting a Final Agency Decision (FAD), and Management Reporting.*

While in resident, students receive lectures that build upon knowledge received during online prerequisite learning. These lectures will increase the comprehension of facts, concepts, principles, and generalizations. Concepts represent a class of terms (an idea usually expressed in a word/s), and principles communicate relationships among concepts. Generalizations are relationships between/ among concepts expressed at a higher level of abstraction than a principle. DEOMI creates lectures to allow students to see the relationship or organization of the new ideas. Lectures tend to present a concept (one idea) by first defining it and then giving many concrete examples of the concept.

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 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 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 complaint process phase for agencies rendering final agency actions
- Know basic concepts of 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

ACE College Credit: Under evaluation

Target Audience: Graduates of the Intermediate Course; 3 years of experience in the field; GS-11 and above

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 have completed the EPS-Entry Course or Counselor Course (EEOCC), the EPS-Intermediate (EPS-I) Course, and upon completion of the EPS-I, 3 years of EEO experience. Must also have attended the SEPMC or the DPMC.

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: 8 hours (seat time) online instruction; 9 academic days (72 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 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