



**SFA Human Resources
Weekly Status**

For Week Ending July 14, 2000

Accomplishments:

- ❑ Facilitated meetings with Modernization Partner team members in Students, Schools and Financial Partner organizations to develop draft of Functional Competencies for use in working sessions with GMs/Directors
- ❑ Completed draft of Financial Partner and CFO Functional Competencies for use in working sessions with GM Financial Partners and CFO
- ❑ Initiated drafting of remaining Channels/Unit Functional Competencies for use in working sessions
- ❑ Revised competency education document for use in working sessions with GMs/Directors
- ❑ Documented competency modeling process
- ❑ Contacted Perform.com as an alternative performance management system to current GPAS
- ❑ Developed a script for use in a demonstration of Perform.com capabilities
- ❑ Reviewed and ensured Perform.com demonstration materials met objectives for SFA Leadership Team audience
- ❑ Coordinated and supported development of a customized demonstration of Perform.com's performance management website for presentation to SFA Leadership Team
- ❑ Drafted short term staffing approach for filling open HR positions
- ❑ Provided a copy of a Labor Management Strategic Plan developed by AFGE and the Veterans Administration as a sample Labor-Management process to be considered at SFA
- ❑ Drafted Deputy Director position description

Next Steps:

- ❑ Continue process of getting the proposed HR Organization approved
- ❑ Revise HR OM Package and HR Organization discussion document per stakeholder feedback as necessary
- ❑ Continue drafting PDs/KSAs for priority positions
- ❑ Complete draft strawmodels of functional competencies for Channels/Units for use in working sessions with GMs/Directors
- ❑ Conduct working sessions with GMs/Directors in SFA Channel and Organization Units to define unique functional competencies
- ❑ Initiate development of SFA's HR Action Plan