



EPAC Career Development Subcommittee Project Charter



Project Title

PAC Career Development Key Drivers and Activities Analysis

Project Team

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Project Purpose

The purpose of this project is to identify and inform EPAC CDS of critical professional development considerations and potential new initiatives. Project will look at each of the PACs website describing their Career Development activities and assess what ongoing activities have been conducted in past and what projects currently ongoing – potentially reaching out to other PACs CDS Chairs/Leads. This project will be able to determine what projects are potentially missing in our CDS and which we can leverage

Project Stakeholders

USPHS Engineer Officers – will have a compilation of what other PAC Career Development Subcommittees are providing to have the best opportunity for advancement
CDS – will have project opportunities for future years

Project Schedule/Milestones

Q1: investigate EPAC CDS activities, past and present

Q2: solicit feedback from other PAC CDS's

Q3: analyze projects/data metrics and trends.

Q4: draft and present to EPAC a white paper, summarizing PAC career development projects and gaps identified for EPAC CDS.

Project Deliverables

White paper describing the analysis and results listing potential future projects; presentation to EPAC on what was found for the opportunity for other Subcommittees to follow suit.

Team Communication

Quarterly teleconference and adhoc email/phone meetings.

Assumptions/Constraints

- Assumption: Project assumes each PAC has an active and robust CDS and similar valuation on professional development activities among senior engineer officers.
- Assumption: Historical information of CDS activities are available via previous PAC and CDS Chairs
- Constraint: Professional development activities and valuation of activities may be unique among different professional engineer disciplines and duty stations.
- Constraint: This project will simply provide information of missing projects but will not undertake creation of proposed projects



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Approval

Project Lead, LCDR David Sullivan

CDS Leadership