



# Small Business Career Field Update

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# Agenda

- Small Business Career Field Updates
- Small Business Continuum Model
- DAWIA Requirements
- Small Business Data Call
- Implementation Plans

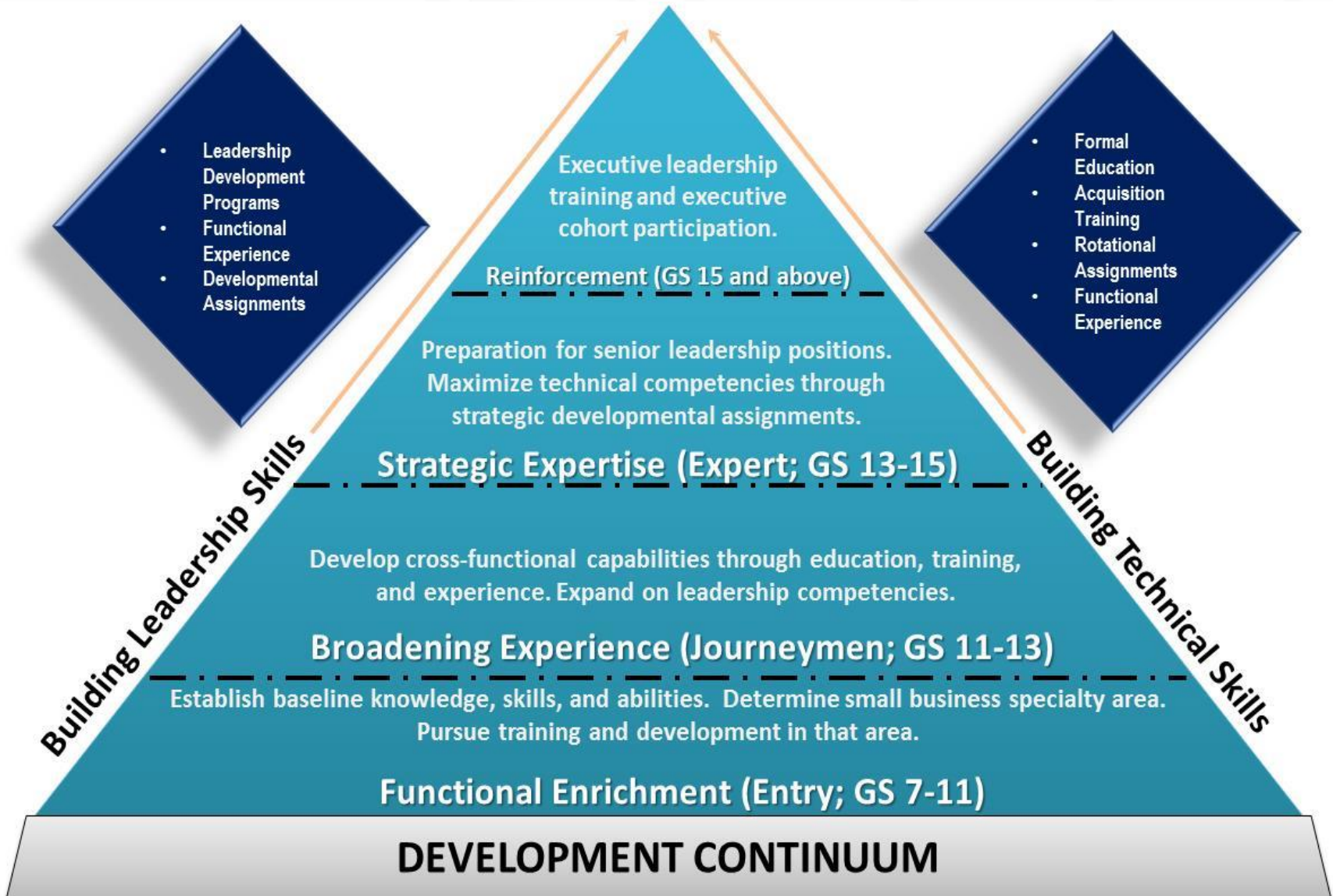


## Recent Updates

- Course development completed
- Updated DAWIA experience and education requirements
- Waived Prerequisites
- DoD Small Business Vanguard Awards Program
- Small Business Rotational Excellence Program (REP)
  - For more information visit: <http://business.defense.gov/REP/>



# Small Business Career Field Continuum Model



# Functional Enrichment

(Entry; GS 7-11 or equivalent)

## Entry Points

- Intern program
- Undergraduate or graduate program
- Private industry
- Lateral transfer from a different career field

## Job Types\*

- Small Business Policy Analyst
- Industrial Specialist/Market Analyst
- Outreach Specialist
- Socioeconomic Program Specialist
- Small Business Program Analyst

## Training and Experiences

- Level I Small Business training
- Begin Level II training in preparation for upward movement
- Complete additional Component-specific or supervisor-directed coursework
- Identify a mentor
- Defense Civilian Emerging Leader Program (DCELP)

## Exit Opportunities

- Promotion
- Movement to HQ office
- Private industry
- Lateral transfer to a different career field

# Broadening Experience

(Journeyman; GS 11-13 or equivalent)

## Entry Points

- Undergraduate or graduate program
- Private industry
- Promotion
- Movement to/from HQ office
- Lateral from another career field

## Job Types\*

- Strategic Specialist
- SBIR Program Analyst
- Mentor Protégé Program Analyst
- Small Business Technical Advisor/Functional Specialist
- Subcontracting Specialist
- Small Business Performance Analyst

## Training and Experiences\*\*

- Level II small Business training; begin Level III
- Complete Core-plus courses and pursue additional acquisition certifications
- One of the following: SBEP, DCELP, ELDP
- Rotational assignments
- Continuing education
- Mentoring and OJT

## Exit Opportunities

- Promotion
- Movement to/from HQ office
- Private industry

# Strategic Expertise

(Expert; GS 13-15)

## Entry Points

- Intern program
- Undergraduate or graduate program
- Private industry
- Lateral transfer from a different career field

## Job Types\*

- Senior- and/or supervisory-level functions of those mentioned under "Functional Enrichment" and "Broadening Experience"
- Deputy/Assistant/Assoc. Director, etc.

## Training and Experiences

- Level III Small Business Training
- Continuing education
- Rotational "stretch" assignments
- Industry and/or SBA rotation
- One of the following: SBEP, ELDP, DSLDP, Manager and Supervisor Training Program, Eisenhower School
- Mentoring and OJT

## Exit Opportunities

- Promotion
- Movement to/from HQ office
- DAU (faculty)
- Private industry

# Reinforcement

(Executive; GS 15 or equivalent, and above)

## Entry Points

- Undergraduate or graduate program
- Promotion
- Movement to/from HQ office
- Private industry
- Lateral transfer from a different career field

## Job Types

- Small Business Director

## Training and Experiences

- 400-level executive PM training
- Small Business Executive Cohort

## Exit Opportunities

- Promotion
- Private industry
- Lateral transfer



# DAWIA Education Requirements



- Baccalaureate degree
  - Any field of study
- At least 24 semester hours in accounting, law, business, finance, contracts, purchasing, economics, industrial management, marketing, quantitative methods, or organization and management
- 1102s who occupied positions on or before September 30, 2000, do **NOT** have to have a baccalaureate degree to be certified in the Small Business Career Field
  - *Pub. L. 106-398, FY 2013 NDAA, Section 808*, applies to the Small Business Career Field
- Positive degree requirement, with 24 business credits, will only affect 'new' professionals joining the career field after date to be determined
  - Meaning those to be coded in Small Business Career Field will not be subject to the degree requirement



## DAWIA Experience Requirements

Level 1	1 year of Acquisition experience
Level 2	2 years of Acquisition experience
Level 3	4 years of Acquisition experience (2 years of which must be Small Business experience)

- Once coded Small Business, then one will gain experience in the Small Business Career Field
- If one does not have Small Business experience, position waivers that last 24 months, can be issued by the Directors of Acquisition Career Management (DACMs)
- One will keep experience earned in previous career field(s)

# Small Business Career Field by Component as of March 2017

Components	Full Time Total	Part Time Total
Army	151	94
Air Force	90	66
Navy	76	79
DCMA	37	0
DLA	51	2
ODAs	42	12
Total	447	253



# Implementation Challenges

- Coding of Small Business Professionals
  - Will begin coding after all courses deployed
  - M code error
- Prerequisites
  - Waiver encourages certification achievement
  - Can't identify current Small Business Professionals
  - Manual Process for Acquisition Career Managers
- Course Priority
  - Non-SBP certification courses
  - Can't identify current Small Business Professionals
  - Manual Process for Acquisition Career Managers
- DAWDF Rescission
  - -\$531M decrease in FY17 Defense Appropriations Bill
  - HCI recouping \$28M from FY15/FY17 funds



## Implementation Plans

- Coding will begin after courses deployed
  - June 2017 timeframe
- Once coded as Small Business, professionals will have 24 months to complete the training required of their position
- Plans will vary according to DACM office
  - DoD OSBP verified results of 2016 data call with Small Business offices
  - Small Business Directors are to work with DACM office to discuss coding



## Implementation Plans

- Those who perform small business duties 50% or more of the time will be coded as Small Business and are required to be certified
- As positions are vacated, Career Managers determine if the position should be reassigned an OCC series based upon its functions and day-to-day duties
  - The mix of OCC series will vary based on job location and organization's mission
  - Small Business Directors encouraged to review position's required level of certification. Not all positions need to be level III certified.
- Positions in the following OCC series can be coded as Small Business: 03XX, 08XX, 11XX, 13XX, 15XX, 0201, 0501, and 0905
  - 1101 is the target OCC series for Small Business Professionals
  - Converting positions to 1101 is not mandatory
  - 1102s can be coded Small Business



# Workforce Points of Contact

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**Questions?**







# Back-Up Slides



# Frequently Asked Questions



- *When will the Small Business Career Field be coded?*
  - When all 9 SBP courses are deployed by DAU. In FY 2017, the courses will be released incrementally (i.e. the SBP courses will not be available at once in FY 2017)
- *What about part-time professionals?*
  - Per the Small Business PCD, those who perform small business duties less than 50% won't be coded as Small Business; they will maintain their current Acquisition code. Although DoD OSBP would like to identify those performing part-time small business duties using a job specialty category.
- *Does everyone have to convert to the 1101 series?*
  - No, the Small Business PCD lists multiple OCC series eligible, among other criteria, to be eligible for the Small Business Career Field.
- *Can I stay an 1102?*
  - Yes, one can stay an 1102 and become part of the Small Business Career Field.
- *My position is Level 3 certified, do I only take the Level 3 Small Business courses?*
  - No, you will need to take all courses, beginning at Level 1. Update - after recent recommendation, DoD SBP is exploring if this should only be applied to SBP courses.