

**ANALYSIS, MODELING AND SIMULATION (CP 36) 3-YEAR INDIVIDUAL DEVELOPMENT  
PLAN (3yIDP)**

10/20/11

**PRIVACY ACT STATEMENT**

Section 4103 of Title 5 to U.S. Code permits the collection of this information. Supervisors, careerists, and civilian personnel officials to plan and/or schedule training, education, and other career development activities use this information. If your activity uses the information on this form for purposes other than those indicated above, it will provide you with additional statements reflecting those purposes.

<b>NAME (First Name / MI / Last Name)</b>		<b>POSITION TITLE</b> Operations Research Analyst Intern		<b>ID No.</b>
<b>MACOM</b>	<b>SERIES &amp; GRADE</b> 1515 GS 07	<b>RANK &amp; FA</b>	<b>ORGANIZATION</b>	
<b>3yIDP PERIOD (From - To)</b>	<b>CURRENT ACCREDITATION LEVEL</b> None	<b>OBJECTIVE ACCREDITATION LEVEL</b> Entry Level	<b>E-MAIL ADDRESS</b>	
<b>Comm Phone Number</b>	<b>DSN Phone Number</b>	<b>Comm FAX Number</b>	<b>DSN FAX Number</b>	
<b>DEVELOPMENTAL OBJECTIVES</b>				
<b>SHORT-TERM OBJECTIVES (YEAR 1) (NARRATIVE)</b>  Understand the Army; become aware of Analysis, Modeling & Simulation applications; assist in studies; evaluate study data; prepare required portion of written report; and culminate in assignment wherein intern works independently.		<b>LONG-TERM OBJECTIVES (YEAR 2 &amp; 3) (NARRATIVE)</b> Determine how to apply Analytical models and tools to a wide range of problems; develop expertise as an ORSA; brief outside home organization; publish briefing report; responsible for a major portion of a study; author a technical report; independently conduct small scale studies.		

I certify that I have conducted a counseling session to identify the formal education, training, professional development, and performance enhancing job experiences that will support the goals outlined in the careerist's 3yIDP.		I certify that I have validated the information contained on this form and will support careerist's pursuit of the necessary training need.	
<b>DEVELOPMENTAL PROGRAM MANAGER'S SIGNATURE</b>		<b>SUPERVISOR'S SIGNATURE</b>	
<b>TITLE</b>	Mr. Gary Dahl, Developmental Program Manager	<b>TITLE</b>	
<b>DATE</b>	/ /	<b>DATE</b>	/ /
<b>INTERN'S SIGNATURE</b>		<b>DATE</b>	/ /

**Comment [A1]:** Place your supervisor's name & title here

NAME:		ID Number		
<b>TRAINING</b>				
There are three types or categories of training: (1) Mandatory Training; (2) Other – Elective Training; and (3) Professional Development Programs. All training helps the Careerist develop skills/abilities and gain knowledge in competency groups. Competency Groups (CG) include: Attributes, People Skills, Basic Skills, Modeling, Systems Approach, Representation, Domain Knowledge, Simulations Methods, Interoperability, Interpersonal Skills, Human Resources Management, Strategic Vision, Leadership and Management Development.				
<b>(1) MANDATORY TRAINING</b>				
	COURSE TITLE(S)	INSTITUTION(S)	CG	LENGTH
<b>YEAR 1</b>				
<b>YEAR 2</b>				
<b>YEAR 3</b>				
<b>(2) OPTIONAL TRAINING</b>				
<b>YEAR 1</b>	Civilian Education System Foundation Course (dL)	Army Staff Management College	Attributes, Basic Skills	2 weeks
	Action Officers Development Course (AODC) (dL)	Army dL Course (ATIS online)	Basic Skills, People Skills	2 weeks
	Military Operations Research Symposium (MORS)	Military Operations Research Society	Domain Knowledge, Basic Skills	1 week
	Basic Computer Programming (Excel, Access, MATLAB, etc.)	Local University		1 Semester
	Natick Soldier Center (NSC) Greening Program	Ft. Benning /Ft. Polk	Basic Knowledge	1 week
	Hands-on Training Exercise (HOTEX)	Ft. Benning (Army Infantry School)	Basic Knowledge	1 week
	Scientists and Engineers Field Experience With Soldiers (SEFEWS)	Natick Soldier RD&E Center (NSRDEC) Operational Forces Interface Group (OFIG)	Attributes, Basic Skills, People Skills; Applied Knowledge	2 to 4 weeks
	Intro to Operations Research and Systems Analysis	Army Logistics Management College	Domain Knowledge	2 weeks
	ORSA Military Applications Course (ORSA MAC), phase 1	Army Logistics Management College, Ft. Lee	Attributes, Basic Skills	4 weeks
ORSA MAC, phase 2	Army Logistics Management College, Ft. Lee	Applied Knowledge	12 weeks	

**Comment [2]:** Mandatory training should be identified by the intern's supervisor. Training identified as Optional Training (see next page) can be a possible source to include as mandatory training.

Careerists and Supervisors may also want to refer to the ORSA Functional competencies and identify those that are mandatory for the careerists position and the command's mission. The education and training needed to become proficient in those competencies may be included as mandatory training.

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	Basic M&S Course (dL)	Army Modeling& Simulation School	Modeling, Representation, Domain Knowledge, Basic Skills	1 week
	ACQ 101	Defense Acquisition University		
	SYS 101	Defense Acquisition University		
<b>YEAR 2</b>	ACQ 201	Defense Acquisition University		
	SYS 201, 202, 203+	Defense Acquisition University		
	Research Techniques	Local University	Domain Knowledge	1 semester
	Program management Tools (PMT 250) (dL)	Defense Acquisition University	Management, Strategic Vision	3 weeks
	Effective Writing for Professionals	ACCP	Basic Knowledge, Attributes	1 week
	Finance Management Captains Career Course (805 AA15) (dL)	ATIS online <a href="http://www.train.army.mil/">http://www.train.army.mil/</a>	Basic Knowledge	1 week
<b>YEAR 3</b>				

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<b>(3) PROFESSIONAL DEVELOPMENT PROGRAMS</b>				
	<b>COURSE TITLE(S)</b>	<b>INSTITUTION(S)</b>	<b>CG</b>	<b>LENGTH</b>
<b>YEAR 1</b>	Army Operations Research Symposium (AORS)	Army Logistics University		1 week
<b>YEAR 2</b>	Military Operations Research Symposium (MORS)	Military Operations Research Society		1 week

<b>(3) PROFESSIONAL DEVELOPMENT PROGRAMS (con't)</b>				
<b>YEAR 3</b>				

<b>PROFESSIONAL CERTIFICATION</b>				
	<b>CERTIFICATION AWARDED</b>	<b>ORGANIZATION(S)</b>	<b>TARGET DATE</b>	<b>RENEWAL DATE</b>
<b>YEAR 1</b>				
<b>YEAR 2</b>				
<b>YEAR 3</b>				

**ANALYSIS, MODELING AND SIMULATION (CP 36) 3-YEAR INDIVIDUAL DEVELOPMENT PLAN (3yIDP)**

**NAME:**

**FORMAL EDUCATION**

Competency Groups (CG) include: Attributes, People Skills, Basic Skills, Modeling, Systems Approach, Representation, Domain Knowledge, Simulations Methods, Interoperability, Interpersonal Skills, Human Resources Management, Strategic Vision, Leadership and Management Development.

	INSTITUTION(S)	COURSE TITLE(S)	COURSE DATES	ARE YOU PURSUING A DEGREE? <i>(Yes or No)</i>	DEGREE TYPE
<b>YEAR 1</b>	XXX XXX obtained a BS/MS degree in XXX XX prior to arrival in the Army's Intern Program and formal education will not be part of the Official Intern Activities during this year			N/A	
<b>YEAR 2</b>					

**Comment [3]:** Insert your education/degree you had prior to entering as an intern

**PERFORMANCE ENHANCING JOB EXPERIENCES**

Competency Group (CG) includes: Attributes, People Skills, Basic Skills, Modeling, Systems Approach, Representation, Domain Knowledge, Simulations Methods, Interoperability, Interpersonal Skills, Human Resources Management, Strategic Vision, Leadership and Management Development.

	DESCRIPTION OF ACTIVITY	ORGANIZATION(S)	ASSIGNMENT LENGTH	COMPETENCY GROUP
<b>YEAR 1</b>	Understanding Intern's Assigned MACOM or Subordinate Activity		1 yr	Attributes, Basic Skills, People Skills
	Rotational Assignment: Applying Analysis	AMSAA/TRAC/CAA	90 days	Domain Knowledge, Simulation Methods, Systems Approach
<b>YEAR 2</b>	<b>TBD</b>	<b>TBD</b>	<b>TBD</b>	<b>TBD</b>

Guide to On the Job Activities and General Knowledge Activities (Addendum to the IDP)

PART A: ORIENTATION				Upon completion the intern will be able to:			
1. Employee Orientation a. Federal employment, civil service, employee benefits, standards of conduct, security requirements, etc.  b. Benefits Orientation for New Employees  c. Army Career Management Programs	OJT	Assigned work center	40	a. Demonstrate an understanding of the provisions, benefits, and responsibilities of Federal employment and the provisions and structure of the Army Career Management system.  b. Identify the key components of the Federal benefits package. Learn appropriate resources to assist in developing and maintaining a financial plan.  c. Describe the organization of the Government, Department of Defense, Department of the Army, Major Army Commands, and the unit of assignment	1 <sup>st</sup> Year	Bi-Weekly Intern Meetings   CPAC   Bi-Weekly Intern Meeting	Program Manager   CPAC In Brief   Program Manager
2. Organization of DOD/DA  a. Overall Organization of DOD and DA  b. Organization and Mission of Assigned MACOM or Subordinate Activity	OJT	Assigned work center	40	a. Describe the mission, organization, and functions of the DoD organization.  b. Describe the basic functions of the organization, the functions it encompasses, and the list of services each provides.	1 <sup>st</sup> Year	Bi-Weekly Intern Meeting	Program Manager

TRAINING	Type	Source	Length	Knowledge, Skill or Ability To	Individual	Training	Planning Supervisor
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DESCRIPTION			(Hours)	be Achieved	Dates	Location	
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**PART B: GENERAL FUNCTIONAL SKILLS TRAINING**

1.. Effective Briefing Techniques	Resident	USDA	3 days	Organize and present a concise briefing. <b>Course Title:</b> Briefing Techniques	1 <sup>st</sup> Year	TBD	Training Manager
2. Effective Army Writing ACCP subcourse # IS1460	Web Based	CAC	10 hrs	Produce well-written products that present facts and ideas clearly and logically.	2 <sup>nd</sup> Year	TBD	Training Manager

**Comment [4]:** These are just examples of training, make sure to tailor specifics with your supervisor.

**PART C: GENERAL SKILLS TRAINING (prior to performance in part D)**

1. Army Records Information Management System (ARIMS) Tutorial	Web based	RMDA	8	Identify the concepts and principles of Record keeping and filing in the Army.	Complete prior to internship graduation	Office	Assigned Supervisor or Training Manager
2. Information Assurance Tng	Web Based	School of Information Technology	2	Explain how Information Assurance impacts simulation support	Each year	Office	Program Manager

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PART D: REQUIRED READINGS							
FM 1	Professional Development	On Line	3		1 <sup>st</sup> Year		
FM 3-0 (Feb 08 ver)	Professional Development	On Line	20		1 <sup>st</sup> Year		
FM 7-0	Professional Development	On Line	15		1 <sup>st</sup> Year		
FM 7-1 (paper& web)	Professional Development	On Line	15		1 <sup>st</sup> Year		
FM5-0	Professional Development	On Line	10		1 <sup>st</sup> Year		
FM 1-02	Professional Development	On Line	5		1 <sup>st</sup> Year		
FM 7-15	Professional Development	On Line	5		1 <sup>st</sup> Year		
FM 6-0	Professional Development	On Line	5		1 <sup>st</sup> Year		
FMI 6-01.1	Professional Development	On Line	5		1 <sup>st</sup> Year		
AR 25-50	Professional Development	On Line	2		1 <sup>st</sup> Year		
AR 350-1	Professional Development	On Line	2		1 <sup>st</sup> Year		
AR 350-38	Professional Development	On Line	2		1 <sup>st</sup> Year		
AR 70-1	Professional Development	On Line	2		2 <sup>nd</sup> Year		
AR 5-5	Professional Development	On Line	1		2 <sup>nd</sup> Year		
AR 15-1	Professional Development	On Line	2		2 <sup>nd</sup> Year		
FM 7-21.13	Professional Development	On Line	5		2 <sup>nd</sup> Year		
FM 25-4	Professional Development	On Line	5		2 <sup>nd</sup> Year		
FM 21-75	Professional Development	On Line	5		2 <sup>nd</sup> Year		
FM 3-100.21	Professional Development	On Line	5		2 <sup>nd</sup> Year		
JP 3-0	Professional Development	On Line	5		2 <sup>nd</sup> Year		
“Simulation Modeling and Analysis” book by Dr. Averill M. Law	Professional Development	In Office	85		2 <sup>nd</sup> Year		

PART E: ON-THE JOB-TRAINING (General Skill Performance)							
Describe MACOM or subordinate activity	OJT			Broaden KSAs on M&S responsibilities at the command level.			Program Manager
Conduct a Briefing	OJT						
Write a Memorandum	OJT						
Write a SIGACTS	OJT						
Write a EXSUM	OJT						
Prepare a Power Point Briefing for someone else to deliver	OJT						
Write an information paper	OJT						
Write a decision paper	OJT						
Conduct an office security check	OJT						
Prepare files IAW regulations	OJT						
Rotational Assignment Task Performance (identified in separate sheet)							

