



## **EEO Professional 'Advanced' Course (EPS-A) Resident**

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**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.

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

**Program/Course Description:** This course uses a hybrid approach to learning, which means that learning events have been apportioned to online and in-resident environments. Students selected for the 'Advanced' course must complete all online modules prior to attending in-residence training. Knowledge about a subject is provided using both Advanced Distributed Learning (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.

Skills and attitude learning associated with higher level learning objectives are implemented 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 understanding 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 professionals (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 five (5) on-line modules (approximately 10 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. Issues Surrounding Employee Development and Relations
4. Officer/Director Leadership and Supervisory Skills
5. EEO Resource Management

Phase II consists of two (2) weeks (approximately 72 hours or 9 days) of resident training, including small-group activities designed to reinforce concepts learned during Phase I. Additionally, Phase II curriculum includes lessons on topics such as: Fundamental Dimensions of the Officer/Director; Developing Agency Employees; Cultural Awareness; Diversity Programs; 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 lectures are created 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.

**Method of Instruction:** Lecture, Small-Group, Case Study, Discussions, Reading, Research, and Exercises/Activities.

**Instructional Medium:** Classroom instructor, traditional audiovisual devices, printed materials, etc.

**Frequency:** One time per year in-residence.

**Students per class:** 35

**ACE College Credit:** Under Evaluation

**Admissions Policy:**

Admission to any Program or Course offered at the Defense Equal Opportunity Management Institute (DEOMI) is based on allocations granted by the Commandant and set forth in each Services' school admissions policy. Criteria for selection are disseminated to each DoD component's Equal Opportunity/Equal Employment Opportunity (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's student body consists of four distinct student populations: military officers, enlisted, international military members, and Federal Government civilian employees. All DoD employees are admitted 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:**

Student Services at DSN 854-5874/5653 or Commercial (321) 494-5874/5653. The FAX number for Student Services is DSN 854-3108 or Commercial (321) 494-3108 and the FAX number for the EEO Directorate is DSN 854-3294 or Commercial (321) 494-3294. 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.