**Professional Development Resources**

**COVID-19 Contingency**

*A List of Resources to Consider for Teleworking*

Prepared by Naval Intelligence Activity-Human Capital (NIA-HC)

March 30, 2020

**NAVIGATION NOTE:** This document is interactive. For easier reading and navigability of this document, please turn on the Navigation Pane (under the document's View tab, select/check the Navigation Pane option) which will enable readers to easily navigate the document by selecting/jumping to sections of interest using the Navigation Pane rather than needing to scroll through many pages. Hyperlinks are also included throughout the document.

**TIP:** When clicking on a hyperlink to a CAC-enabled website (e.g., SECNAV Portal, Intelink, etc.) you may first be directed to that page’s login / landing page to gain initial access. You may then need to again select or copy/paste the intended URL into the web browser bar to ultimately access the intended site. If you have trouble at first with a hyperlink, try a 2nd or 3rd time or copy/paste the URL into the browser directly.

*For help, contact* [NAVINTEL-TALDEV.FCT@navy.mil](mailto:NAVINTEL-TALDEV.FCT@navy.mil) *or* [cynthia.sikes@navy.mil](mailto:cynthia.sikes@navy.mil)

This document contains information that may be exempt from mandatory disclosure under the Freedom of Information Act.

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## Notes on These Unclassified Professional Development Resources[[1]](#footnote-1)

*Please note that the availability of specific programs, courses, and other opportunities identified in this document varies by command/EDDP and will depend on other factors including but not limited to seat availability, enrollment caps set by the training provider or others, command processes, such as nomination and approval processes, command funding availability, program application or registration procedures, and eligibility requirements.*

This document provides a list of professional development opportunities and resources that you may wish to explore as part of a teleworking plan during the COVID-19 contingency. It provides information about online training and professional reading repositories, as well as information to inform your career development and planning and Individual Development Plan (IDP) preparation or updating.

Although this list captures many opportunities and resources that may be available, it is by no means exhaustive. While some resources below may seem tailored for specific elements of the workforce, such as those on the Marine Corps websites or in the NAVINTEL Analysis Career Guide, their content may also be helpful to people in completely different career fields. Consider reviewing some of the more general content such as mentoring guides, leadership development frameworks, and reading lists.

There are non-governmental programs, courses, and resources not listed here that may also meet your development goals and needs. Many universities offer degree programs, executive education and continuing education, including certificate programs and free online courses and materials. We have identified some of them below.

Please follow your command/EDDP’s[[2]](#footnote-2) processes for training approval, funding, and enrollment. Some courses or programs may have limited seat availability, require funding approval, or be bound by other requirements. For example, you typically can only pursue complete formal academic programs’ requirements and some other training opportunities during your workday with an Advanced Professional Education or similar agreement in place. Work with your supervisor about opportunities you wish to pursue — career development discussions should always include supervisors, managers, and even mentors.

Inclusion of a resource, opportunity, or other item in this document does not imply endorsement by the US Government, the U.S. Navy, Naval Intelligence or any of their agencies, branches or components.

If you have questions about any of the resources and opportunities identified in this document, please contact your command/EDDP’s professional development office or training officer or NIA-HC Talent Development at [NAVINTEL-TALDEV.FCT@navy.mil](mailto:NAVINTEL-TALDEV.FCT@navy.mil).

**TIP:** When clicking on a hyperlink to a CAC-enabled website (e.g., SECNAV Portal, Intelink, etc.) you may first be directed to that page’s login / landing page to gain initial access. You may then need to again select or copy/paste the intended URL into the web browser bar to ultimately access the intended site. If you have trouble at first with a hyperlink, try a 2nd or 3rd time or copy/paste the URL into the browser directly.

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### *Summary of Professional Development Resources*

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***Note****: Text in each cell, including headers, is hyperlinked to take the reader to the corresponding section in the document with details or to the resource itself on the internet. Hover over the text and use* ***Ctrl + Click*** *to follow the link or right click the hyperlinked text and copy the link/URL, then paste it into your browser.* | | | | | | | | |
| [**Online / e-Training Resources**](#_Online_/_e-Training) | | | | | | | | |
| [**Government or Military Offerings**](#_Government_or_Military) | | | | | | | | |
| [Advanced Global Intelligence Learning Environment (AGILE)](https://www.agile.mil/i.html) | | [Catalog of Navy Training Courses (CANTRAC)](https://app.prod.cetars.training.navy.mil/cantrac/vol2.html) | | | | [Defense Acquisition University (DAU)](https://www.dau.edu/online-resources/p/online-resources) | | |
| [DON 360 PROFILOR](https://portal.secnav.navy.mil/orgs/MRA/DONHR/EMPO/Pages/SESAssessments.aspx) | | [FBI Virtual Academy](https://fbiva.fbiacademy.edu) | | | | [Joint Knowledge Online (JKO)](https://jkodirect.jten.mil/) | | |
| [Joint Language University (JLU)](https://jlu.mygovlearn.com/) | | [Marine Corps Command and Staff College — Distance Education Program (CSCDEP)](https://www.usmcu.edu/CDET/officer-seminar-csc) | | | | [MarineNet](https://www.marinenet.usmc.mil/) | | |
| [My Navy Portal (MNP)](https://my.navy.mil/index.html) | | |
| [Naval Postgraduate School — Distance Learning](https://nps.edu/web/dl) | | [Naval War College — Naval Command and Staff Online Programs](https://usnwc.edu/college-of-distance-education/Online-Program) | | | | [Navy e-Learning](https://learning.nel.navy.mil/ELIAASv2p/) | | |
| [NMCI e-Learning](https://nmcitraining.skillport.com/skillportfe/login.action) | | [OPM — Center for Leadership Development (CLD)](https://leadership.opm.gov/search.aspx?l=13) | | | | [OPM — Leadership Competency Assessment](http://lca.opm.gov/) | | |
| [OPM-sponsored Courses](https://www.opm.gov/WIKI/training/Courses-for-Federal-Employees.ashx) | | [State Department — Foreign Service Institute (FSI)](https://fsitraining.state.gov/) | | | | [TWMS](https://twms.navy.mil/selfservice/) | | |
| [**Academic and Other Offerings**](#_Academic_and_Other) | | | | | | | | |
| [450 Free Online Ivy League Courses](https://qz.com/1821327/450-free-ivy-league-university-courses-you-can-take-online/) | | [Carnegie Mellon University (CMU) — Open Learning Initiative (OLI)](http://oli.cmu.edu/learn-with-oli/see-all-oli-courses/) | | | | [Coursera](https://www.coursera.org/) | | |
| [Georgia Tech Online](https://pe.gatech.edu/georgia-tech-online)   * [*Free Massive Open Online Courses*](https://pe.gatech.edu/massive-open-online-courses) * [*Other Online Education Offerings*](https://pe.gatech.edu/georgia-tech-online)   *(note: 3 different but related links)* | | [EdX](https://www.edx.org/) | | | | [Massachusetts Institute of Technology (MIT) — OpenCourseWare (OCW)](https://ocw.mit.edu/) | | |
| [Graduate School USA](http://www.graduateschool.edu/) | | | |
| [**Career Development and Professional Reading Resources**](#_Career_Development_and) | | | | | | | | |
| [**General**](#_General) | | | | | | | | |
| [DON Civilian Workforce Development Website](https://portal.secnav.navy.mil/orgs/MRA/DONHR/CivilianWorkforceDevelopment/) | | [DON Civilian Workforce Development Framework](https://portal.secnav.navy.mil/orgs/MRA/DONHR/CivilianWorkforceDevelopment/Documents/DON%20Civilian%20Workforce%20Developmen%20Framework%202019.pdf) | | | | [HQMC HROM Training and Workforce Development Website](https://www.hqmc.marines.mil/hrom/Organization-Workforce/Training-Workforce-Development/) | | |
| [Individual Development Plan (IDP)](https://twms.navy.mil/selfservice/) | | [Naval Intelligence Activity-Human Capital/Talent Development (NIA-HC/TD) Website](https://portal.secnav.navy.mil/orgs/OPNAV/N2N6/NIA/CHCO/Talent%20Development%20Professional%20Development%20%20Train/Home.aspx) | | | | [Navy Civilian Workforce Framework](http://www.navy.mil/navydata/people/cno/Richardson/Resource/Navy_Civilian_Framework.pdf) | | |
| [**Reading Lists and Resources**](#_Reading_Lists_and) | | | | | | | | |
| [Chief of Naval Operations’ (CNO) Professional Reading Program / Navy Reading Roadmap](http://www.navy.mil/ah_online/cno-readingprogram) | | [CIA Library](https://www.cia.gov/library/) | | | | [Georgetown University — GAI Recommended Reading List](https://gai.georgetown.edu/recommended-reading-list/) | | |
| [Commandant’s Professional Reading List](https://grc-usmcu.libguides.com/usmc-reading-list) | | | |
| [DoD and Military Service Reading Lists](https://whs-mil.libguides.com/readinglists) | | [Federally-Funded R&D Centers’ Publications](https://defenseinnovationmarketplace.dtic.mil/ffrdcs-uarcs/) | | | | [HQMC Civilian Marine Reading Resources](https://www.hqmc.marines.mil/Portals/143/Docs/ARHM/Civilian%20Marine%20Reading%20Resources.pdf) | | |
| [Intelligence Literature Suggested Reading List](https://www.cia.gov/library/intelligence-literature) | | [Marine Corps Professional Reading Program](https://www.usmcu.edu/Academic-Programs/Lejeune-Leadership-Institute/Marine-Corps-Professional-Reading-Program/) | | | | [Military Universities and Academia](#_Reading_Lists_and) | | |
| [Navy Digital Library](https://www.navymwrdigitallibrary.org/) | | |
| [Navy Program Guide](https://www.navy.mil/strategic/npg17.pdf) | [Navy Strategic Documents](http://www.navy.mil/StrategicDocs.asp) | | [OPM Mentoring Library](https://www.opm.gov/wiki/training/Library.ashx) | | | | | [Pentagon Digital Library](https://www.whs.mil/library/) |
| ***Table continues on next page*** | | | | | | | | |
| [**Career Development and Professional Reading Resources, continued**](#_Career_Development_and) | | | | | | | | |
| [**Leadership and Management Development (for supervisors and non-supervisors)**](#_Leadership_and_Management) | | | | | | | | |
| [DoD Civilian Leader Competency Model](https://www.dcpas.osd.mil/Content/documents/CTD/ContinuumAndFramework.pdfhttps:/www.dcpas.osd.mil/Content/documents/CTD/ContinuumAndFramework.pdf) | | [DoD Enterprise Leader Development Programs](https://www.dcpas.osd.mil/CTD/Training) | | | [DON Executive Management Program Office (EMPO)](https://portal.secnav.navy.mil/orgs/MRA/DONHR/EMPO) | | | |
| [DoD Hiring Manager’s Toolkit](https://www.dcpas.osd.mil/EC/HMToolkit) | | [Federal Managerial Framework](https://www.opm.gov/wiki/uploads/docs/Wiki/OPM/training/Complete%20508-%20Frameworks,%20Fact%20Sheet,%20learning%20objectives,%20and%20additional%20resources.pdf) | | | [Federal Supervisory Framework](https://www.opm.gov/wiki/uploads/docs/Wiki/OPM/training/Complete%20508-%20Frameworks,%20Fact%20Sheet,%20learning%20objectives,%20and%20additional%20resources.pdf) | | | |
| [Marine Corps University — Lejeune Leadership Institute (LLI)](https://www.usmcu.edu/lli) | | [Navy Leader Development Framework](https://www.navy.mil/cno/docs/NLDF3May19.pdf) | | | [OPM — Center for Leadership Development (CLD)](https://cldcentral.usalearning.net/)   * [*Core Leadership Curriculum Continuum*](https://cldcentral.usalearning.net/mod/page/view.php?id=239) | | | |
| [Work-Life Toolkit for Managers](https://www.opm.gov/WIKI/training/Work-Life-Toolkit-for-Managers.ashx) | | |
| [OPM — ECQs](https://www.opm.gov/policy-data-oversight/senior-executive-service/executive-core-qualifications)   * [*Tips for Writing ECQ Narratives*](https://portal.secnav.navy.mil/orgs/MRA/DONHR/EMPO/Pages/Introduction-to-ECQs.aspx) | | [OPM — Leadership Competency Assessment](http://lca.opm.gov) | | | [OPM — SES Executive Development Website](https://www.opm.gov/policy-data-oversight/senior-executive-service/executive-development/#url=Overview) | | | |
| [**Career Field / Functional Community Issues**](#_Career_Field_/) | | | | | | | | |
| [DON Functional Community Management](https://portal.secnav.navy.mil/orgs/MRA/DONHR/Training/CommunityManagement/Pages/default.aspx) | | [Interagency Language Roundtable (ILR)](http://www.govtilr.org) | | | | | | |
| [Joint Language University (JLU)](https://jlu.mygovlearn.com/) | | [National Intelligence Press Publications](https://ni-u.edu/wp/ni-press-publications/) | | | | | | |
| [MCISRE Community of Practice for Analytic Tradecraft](https://intellipedia.intelink.gov/wiki/MCISRE_CoP_for_Analytic_Tradecraft)   * [*Coaching for Intelligence Writing*](https://blogs.intelink.gov/blogs/cmeik/?page_id=6) *•* [*Center for Marine Expeditionary Intelligence Knowledge (CMEIK)*](file:///C:\Users\Cynthia.Sikes\Desktop\COVID%20ProDev%20Resources\o%09https:\intellipedia.intelink.gov\wiki\Center_for_Marine_Expeditionary_Intelligence_Knowledge) | | | | | | | | |
| [**Navy and Maritime Issues**](#_Naval_and_Maritime) | | | | | | | | |
| [My Navy Portal — Advancement Exam Prep](https://www.mnp.navy.mil/group/navy-advancement-center) | | [Navy Program Guide](https://www.navy.mil/strategic/npg17.pdf) | | | | | | |
| [Navy Strategic Documents](http://www.navy.mil/StrategicDocs.asp) | | [Naval War College Publications](https://usnwc.edu/Publications) | | | | | | |
| [**Career Roadmaps**](#_Career_Roadmaps) | | | | | | | | |
| [**General**](#_General_1)   * [DON Functional Community Management](https://portal.secnav.navy.mil/orgs/MRA/DONHR/Training/CommunityManagement/Pages/default.aspx) * [Framework for the Continuing Development of Federal Senior Executives](https://www.chcoc.gov/content/framework-continuing-development-federal-senior-executives) * [Marine Corps Intelligence, Surveillance, and Reconnaissance Enterprise (MCISRE) Civilian Career Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps.aspx) * [NAVINTEL Career Guide for Intelligence Analysis Careers, esp. Appendix E](https://portal.secnav.navy.mil/orgs/OPNAV/N2N6/NIA/CHCO/Talent%20Development%20Professional%20Development%20%20Train/Home.aspx) **(Note: File is UNCLAS//FOUO)** * [Navy Civilian Workforce Development Webpage](https://portal.secnav.navy.mil/orgs/MRA/DONHR/CivilianWorkforceDevelopment/Pages/default.aspx) * [USMC Occupational Career Roadmaps](https://www.manpower.usmc.mil/webcenter/content/conn/WebCenterSpaces-ucm/path/Enterprise%20Libraries/MPC30_CC/COI%20Webpages/Roadmaps%20Page.htm?lve) | | | *Links to roadmaps for specific career fields are below (and on page 12)* | | | | | |
| * [Administration](#_Administration) * [Acquisition / Contracting](#_Acquisition_/_Contracting) * [Facilities](#_Facilities) * [Financial Management](#_Financial_Management) * [Human Capital / Human Resources](#_Human_Capital_/) * [Information Technology](#_Information_Technology) | | | | * [Intelligence](#_Intelligence) * [Management and Program Assistance](#_Management_and_Program) * [Media, Quality, and Dissemination](#_Media,_Quality,_and) * [Program and Project Management](#_Program_and_Project) * [Security and Emergency Services](#_Security_and_Emergency) * [Supervisors and Managers](#_Supervisors_and_Managers) | |
| [**Professional Certifications and Credentials**](#_Professional_Certifications_and) | | | | | | | | |
| [DoD Credentialing Opportunities On-Line (COOL) Website](https://www.cool.osd.mil/) | | | | [DoD Intelligence and Security Professional Certifications](https://dodcertpmo.defense.gov) | | | | |
| [**Mentoring and Coaching Resources**](#_Mentoring_and_Coaching) | | | | | | | | |
| [DoD Coaching Portal](https://www.dcpas.osd.mil/CTD/Coach) | | [DoD Mentoring Portal](https://www.dcpas.osd.mil/CTD/Mentoring), [Mentoring Links](https://www.dcpas.osd.mil/CTD/Mentoring_Links), [Mentoring Toolkit](https://www.dcpas.osd.mil/CTD/Mentoring_Toolkit/) | | | [Navy and Marine Corps Mentor Match Service (MMS)](https://twms.navy.mil/selfservice/) | | | |
| [HQMC Mentoring Program](https://www.hqmc.marines.mil/hrom/Organization-Workforce/Mentoring-Program/) | | [OPM Mentoring Hub](https://www.opm.gov/WIKI/training/Mentoring-Hub.ashx) | | |
| [**Other Career and Professional Development Resources**](#_Other_Career_and) | | | | | | | | |
| [General Career Development](#_General_Career_Development) | | | | [Functional / Career Field Programs and Resources](#_Functional_/_Career) | | | | |
| [Leadership / Management Development Programs and Resources](#_Leadership_/_Management) | | | | [Advanced Academic Education Resources](#_Advanced_Academic_Education) | | | | |
| *This table is UNCLASSIFIED* | | | | | | | | |

### *Online / e-Training Resources*

This section provides information about online or virtual training opportunities. Note that some courses are free and others may have an associated cost. Work through your chain of command where appropriate to enroll in courses or programs.

#### Government or Military Offerings

* [Advanced Global Intelligence Learning Environment (AGILE)](https://www.agile.mil/i.html): This IC-wide collaborative learning environment provides an accessible on­line database of learning products, tools, and services. Search for and enroll in a range of in-classroom and online courses.
* [Catalog of Navy Training Courses (CANTRAC)](https://app.prod.cetars.training.navy.mil/cantrac/vol2.html): This is a Navy education and training online publication. Users can search CANTRAC to find information about formal courses of instruction offered throughout the Navy as well as Navy e-Learning courses. While most of the courses listed in CANTRAC are for active duty and reserve personnel, some courses are open to civilians as well.
* [Defense Acquisition University (DAU)](https://www.dau.edu/online-resources/p/online-resources): DAU provides a range of online resources including distance learning courses, continuous learning modules, weekly webinars and an online library.
* [DON 360 PROFILOR](https://portal.secnav.navy.mil/orgs/MRA/DONHR/EMPO/Pages/SESAssessments.aspx): Part of the Senior Executive Assessment Process, this tool for DISES/DISLs collects feedback from a variety of sources (self, managers, peers, direct reports, internal customers and others) which provides insights into one’s job performance, strengths, and development needs.
* [FBI Virtual Academy](file:///C:\Users\Cynthia.Sikes\Desktop\COVID%20ProDev%20Resources\.%20https:\fbiva.fbiacademy.edu): Provides access to free online training to civilian and military members of the law enforcement and judicial communities and those who support them. Some intelligence-related training is also available.
* [Joint Knowledge Online (JKO)](https://jkodirect.jten.mil/): This enterprise training system delivers web-based training courses, products, and services.
* [Joint Language University (JLU)](https://jlu.mygovlearn.com/): JLU is an online language portal that provides foreign language and cultural training materials and authentic media from all over the world for people who speak a foreign language and for those who don’t but want to learn one. Resources include language assessments, Defense Language Proficiency Test (DLPT) study guides, and language, area and cultural familiarization training.
* [Marine Corps Command and Staff College — Distance Education Program (CSCDEP)](https://www.usmcu.edu/CDET/officer-seminar-csc): Open to military and civilian personnel, CSCDEP offers online courses for Joint Professional Military Education (JPME) Phase I. Course credits may also be applied to some degree or other academic programs.
* [MarineNet](https://www.marinenet.usmc.mil/): MarineNet hosts several online training opportunities for civilians. If you are registered in the Defense Enrollment Eligibility Reporting System (DEERS), you will likely have access to MarineNet.
* [My Navy Portal (MNP)](https://my.navy.mil/index.html): This portal aggregates several personnel, training, and education websites in one place. Though largely a resource for uniformed personnel, MNP offers a range of resources that are also useful for Navy civilians, including online training, the Navy’s digital library, and Navy issuances and publications.
* [Naval Postgraduate School —Distance Learning](https://nps.edu/web/dl): NPS offers different certificate and degree programs via distance learning.
* [Naval War College](https://usnwc.edu/college-of-distance-education/Online-Program) Naval Command and Staff Online Program: This program offers online courses to fulfill requirements for Joint Professional Military Education (PME) Phase I, service-related requirements, or to award core graduate credits for other academic programs (e.g., NWC Fleet Seminar or the MA in Defense and Strategic Studies). This is not a self-paced program; it follows a schedule. NWC offers it four times per year: May, August, November, and February.
* [Navy e-Learning](https://learning.nel.navy.mil/ELIAASv2p/): Part of My Navy Portal, this provides access to many online courses on various topics, including Navy and professional military education (PME) topics that might be useful learning more about naval/maritime and defense issues. Courses for annual training requirements and on many other topics are also available.
* [NMCI e-Learning](https://nmcitraining.skillport.com/skillportfe/login.action): This site provides training on a range of computer program and IT topics, including Microsoft Office applications, collaboration, productivity, social networking tools, graphic design, and more.
* [OPM — Center for Leadership Development (CLD)](https://leadership.opm.gov/search.aspx?l=13): Offers courses and programs for every stage of a federal employee’s career. Services provided include courses and certificate programs that are delivered online. Courses are developed in line with the [Core Leadership Curriculum Continuum](https://cldcentral.usalearning.net/mod/page/view.php?id=239), from individual leaders and team leaders to supervisors, managers, SES candidates, and executives.
* [OPM — Leadership Competency Assessment](http://lca.opm.gov/): This free online tool to provide federal leaders and aspiring leaders with developmental feedback on their proficiency level on the competencies that comprise the OPM ECQs. It is designed to identify one’s leadership strengths and developmental needs. Participants receive scores and feedback for each module completed in the form of a printable or downloadable feedback report.
* [OPM-sponsored Courses](https://www.opm.gov/WIKI/training/Courses-for-Federal-Employees.ashx): Provides 14 free courses for federal employees on different topics.
* [State Department — Foreign Service Institute (FSI)](https://fsitraining.state.gov/): Offers online and traditional classroom courses for a fee, including self-paced courses, to the Department of State and to federal employees across government.
* [TWMS](https://twms.navy.mil/selfservice/): Provides only training resources and gives Navy employees access to their personal record information and the capability to prepare an IDP in the tool.

#### Academic and Other Offerings

* [450 Free Online Ivy League Courses](https://qz.com/1821327/450-free-ivy-league-university-courses-you-can-take-online/): Discover free courses on a range of topics including business, global/regional studies, language arts, science, engineering, math, and personal development.
* [Carnegie Mellon University (CMU) — Open Learning Initiative (OLI)](http://oli.cmu.edu/learn-with-oli/see-all-oli-courses/): Offers free online courses on a variety of topics, including argument mapping, logic, and foreign language. However, OLI does not provide any certificate or credit for its “Open and Free” courses. Many of these courses are self-guided and self-paced.
* [Coursera](https://www.coursera.org/): Offers free and paid online courses provided by academia, corporations, and others on myriad topics including data science, management, communication, and more.
* [EdX](https://www.edx.org/): Offers free and paid online courses by 140+ universities and other institutions on many subjects including computer science, engineering, humanities, communication, data science, language, and more.
* [Georgia Tech Online](https://pe.gatech.edu/georgia-tech-online): Provides access to Georgia Tech’s 30+ [free massive open online courses (MOOCs)](https://pe.gatech.edu/massive-open-online-courses) on topics such as business, computing, engineering, management and supply chain and logistics. Also provides information about [other online education offerings](https://pe.gatech.edu/georgia-tech-online) offered by Georgia Tech.
* [Graduate School USA](http://www.graduateschool.edu/): Formerly the Graduate School U.S. Department of Agriculture (USDA), this non-profit institution provides offers in-person, virtual and self-paced courses and certificates in a range of fields, as well as several formal leadership programs.
* [Massachusetts Institute of Technology (MIT) — OpenCourseWare (OCW)](https://ocw.mit.edu/): This is a web-based publication of virtually all MIT course content including lecture notes, syllabi, assignments, and exams (about 2400 courses), and some video/audio lectures. OCW is open and available for free to anyone. Courses are available on many topics including intelligence, game theory, country-specific politics, foreign language, naval architecture, ocean engineering, radar systems, business, management and more.

### *Career Development and Professional Reading Resources*

This section provides career development and planning resources such as training and development websites, frameworks and competency models. It also includes career development reading materials that can be used to inform IDPs. This section also provides reading lists and other professional reading resources on a range topics including leadership and management development, functional areas (e.g., language or analysis), and naval and maritime issues.

#### General

* [DON Civilian Workforce Development Website](https://portal.secnav.navy.mil/orgs/MRA/DONHR/CivilianWorkforceDevelopment/): This website provides civilian employees, supervisors, and mentors with information and resources to inform career planning and management including information about the different functional communities within the Navy, and technical competencies and work experiences for those. It also provides information about DoD and Service-level leadership development frameworks, such as the [DON Civilian Workforce Development Framework](https://portal.secnav.navy.mil/orgs/MRA/DONHR/CivilianWorkforceDevelopment/Documents/DON%20Civilian%20Workforce%20Developmen%20Framework%202019.pdf).
* [HQMC HROM Training and Workforce Development Website](https://www.hqmc.marines.mil/hrom/Organization-Workforce/Training-Workforce-Development): Provides information about training and development opportunities and resources for Marine Corps civilians.
* [Individual Development Plan (IDP)](https://twms.navy.mil/selfservice/): Use an IDP to capture short- and long-term career and professional development goals and identify development opportunities to help meet those targets. An IDP is also a tool for career planning and for development discussions with one’s supervisor. While some commands may have their own tool or template for IDPs, an IDP tool is also available in [TWMS](https://twms.navy.mil/selfservice/). Many resources in this document can be used to inform IDP development.
* [Navy Civilian Workforce Framework](http://www.navy.mil/navydata/people/cno/Richardson/Resource/Navy_Civilian_Framework.pdf): Published by the CNO, this document recognizes the contributions of the Navy’s civilian workforce and is the first step in charting the course for ways the Navy can continue to strengthen and develop its civilian workforce. In addition to outlining the CNO’s strategic goals for the Navy’s civilian workforce, it also outlines a notional Navy civilian career path and provides insight on the way ahead for this effort.
* [Naval Intelligence Activity-Human Capital/Talent Development (NIA-HC/TD) Website](https://portal.secnav.navy.mil/orgs/OPNAV/N2N6/NIA/CHCO/Talent%20Development%20Professional%20Development%20%20Train/Home.aspx): NIA-HC issues and oversees the execution of career development policy and leads or facilitates a range of professional development initiatives for the NAVINTEL enterprise. This site provides many professional development, career planning, and training resources.

#### Reading Lists and Resources

Explore these resources to discover reading materials on a range of topics including leadership, business, naval/maritime and military issues, technology, etc. Some sources, like the Pentagon and Navy digital libraries, offer OverDrive access and e-books, audiobooks, and free downloads.

* [Chief of Naval Operations’ (CNO) Professional Reading Program / Navy Reading Roadmap](http://www.navy.mil/ah_online/cno-readingprogram)
* [CIA Library](https://www.cia.gov/library/): Contains a variety of information, from unclassified current publications to basic references, reports and maps.
* [Commandant’s Professional Reading List](https://grc-usmcu.libguides.com/usmc-reading-list): Provides information about books the Commandant recommends for Marine Corps uniformed and civilian personnel.
* [DoD and Military Service Reading Lists](https://whs-mil.libguides.com/readinglists): Provides links to several DoD and service-specific recommended reading lists.
* [Georgetown University – Government Affairs Institute’s Recommended Reading List](https://gai.georgetown.edu/recommended-reading-list/): Provides professional reading pieces on government issues including the federal budget process, Congress, and democracy.
* [Federally-Funded Research and Development Centers’ (FFRDC) Publications](https://defenseinnovationmarketplace.dtic.mil/ffrdcs-uarcs/): Explore the many publications produced by FFRDCs such as [RAND](https://www.rand.org/pubs.html), [Center for Naval Analyses (CNA)](https://www.cna.org/research/), [Institute for Defense Analyses (IDA)](https://www.ida.org/research-and-publications/publications) and more. New research as well as historical materials such as this [Navy Planning, Programming, Budgeting and Evaluation: A Reference Guide for Senior Leaders, Managers, and Action Officers](https://www.rand.org/pubs/tools/TL224.html) can be found on these sites.
* [HQMC Civilian Marine Reading Resources](https://www.hqmc.marines.mil/Portals/143/Docs/ARHM/Civilian%20Marine%20Reading%20Resources.pdf): Provides resources for e-books, audio books, and hard copy books through virtual libraries and other locations.
* [Intelligence Literature Suggested Reading List](https://www.cia.gov/library/intelligence-literature): Provides a wide spectrum of views on intelligence and the CIA. Topics covered include history, technology, opinion, and some of the key personalities associated with intelligence.
* [Marine Corps Professional Reading Program](https://www.usmcu.edu/Academic-Programs/Lejeune-Leadership-Institute/Marine-Corps-Professional-Reading-Program/): Provides information about the Commandant’s reading list and other recommend reading materials and resources.
* Military Universities and Academia: The Naval War College, Marine Corps University, National Intelligence University and other military and civilian academic institutions often share research and other publications on their websites. Explore their websites to discover reading materials.
* [Navy Digital Library](https://www.navymwrdigitallibrary.org/): Offers 25+ services (some with option mobile apps) for Navy personnel, including civilians. Services and resources include audio and e-books, language learning, and journals, magazines, and newspapers. Learning materials for children, such as Scholastic Printable, are also available.
* [Navy Program Guide](https://www.navy.mil/strategic/npg17.pdf): This publication describes the platforms, payloads, systems, and technologies already fielded by the U.S. Navy and those being developed. It is a useful resource to learn about the U.S. Navy and its capabilities.
* [Navy Strategic Documents](http://www.navy.mil/StrategicDocs.asp):A repository of strategic documents to help one learn about the U.S. Navy’s priorities and capabilities, including various maritime strategy and policy documents, the Quadrennial Defense Review, the National Fleet Plan, strategic plans for specific issues, and the Navy Program Guide.
* [OPM Mentoring Library](https://www.opm.gov/wiki/training/Library.ashx): Provides a variety of resources for mentors and mentees, including mentoring program templates, mentoring articles, training resources and more.
* [Pentagon Digital Library](https://www.whs.mil/library/): Provides many resources including links to government and military documents, professional reading lists, and e-books.

#### Leadership and Management Development (for supervisors and non-supervisors)

* [DoD Civilian Leader Competency Model](https://www.dcpas.osd.mil/Content/documents/CTD/ContinuumAndFramework.pdf): Provides a [leadership continuum and framework](https://www.dcpas.osd.mil/Content/documents/CTD/ContinuumAndFramework.pdf) for civilian leadership development at all levels, for all employees. Definitions of the associated competencies can be found in the [DoD Leader Development Framework Competency Definitions.](https://www.dcpas.osd.mil/Content/documents/CTD/CompetencyDefinitions_0619.pdf)
* [DoD Enterprise Leader Development Programs](https://www.dcpas.osd.mil/CTD/Training): Provides information about the five leadership development programs offered for GS/GG-7 through Senior Executive employees: (1) Defense Civilian Emerging Leader Program (DCELP), (2) Executive Leadership Development Program (ELDP), (3) Defense Senior Leader Development Program (DSLDP), (4) White House Leadership Development Program (WHLDP), (5) Vanguard Senior Executive Development Program.
* [DoD Hiring Manager’s Toolkit](https://www.dcpas.osd.mil/EC/HMToolkit): Provides many resources for hiring managers and human resource professionals including checklists, guides and tip sheets for each stage of the hiring process and a list of helpful websites for managers.
* [DON Executive Management Program Office (EMPO)](https://portal.secnav.navy.mil/orgs/MRA/DONHR/EMPO): The EMPO oversees the career lifecycle of DON Senior Executives (SES, DISES, DISL, etc.). This website provides information on tools and resources to support executive development and career progression and to promote a sense of community. Key areas covered include recruitment and onboarding, executive development, performance management, and talent management and succession. This site also has information for aspiring executives.
* [Federal Managerial Framework](https://www.opm.gov/wiki/uploads/docs/Wiki/OPM/training/Complete%20508-%20Frameworks,%20Fact%20Sheet,%20learning%20objectives,%20and%20additional%20resources.pdf): See page 9 for the framework. Competency descriptions follow in later pages.
* [Federal Supervisory Framework](https://www.opm.gov/wiki/uploads/docs/Wiki/OPM/training/Complete%20508-%20Frameworks,%20Fact%20Sheet,%20learning%20objectives,%20and%20additional%20resources.pdf): See page 8 for the framework. Competency descriptions follow in later pages.
* [Marine Corps University — Lejeune Leadership Institute (LLI)](https://www.usmcu.edu/lli): LLI advances leadership excellence throughout the Marine Corps and shapes and coordinates leader development initiatives. LLI provides leadership development resources and toolkits for active duty and reserve Marines and information about leadership development for civilian employees. Explore the Marine Corps Civilian Leadership Development Program page and the Leadership Tools page under the Marine Leader Development page.
* [Navy Leader Development Framework](https://www.navy.mil/cno/docs/NLDF3May19.pdf): This document, published by the CNO, outlines a path for leadership development within the Navy. While written for uniformed personnel, many elements outlined within it apply to civilian career and leader development, too.
* [OPM — Center for Leadership Development (CLD)](https://cldcentral.usalearning.net/): Offers courses and programs for every stage of a federal employee’s career. Services provided include courses and certificate programs that are delivered online. Courses are developed in line with the [Core Leadership Curriculum Continuum](https://cldcentral.usalearning.net/mod/page/view.php?id=239), from individual leaders and team leaders to supervisors, managers, SES candidates, and executives.
* [OPM — ECQs](https://www.opm.gov/policy-data-oversight/senior-executive-service/executive-core-qualifications): Provides information about the ECQs defined by OPM. These interdependent ECQs are required for entry to the Senior Executive Service and many departments and agencies use them in selection, performance management, and leadership development for management and executive positions. Consider also exploring [Tips for Writing ECQ Narratives](https://portal.secnav.navy.mil/orgs/MRA/DONHR/EMPO/Pages/Introduction-to-ECQs.aspx) on the Navy’s EMPO site.
* [OPM — Leadership Competency Assessment](http://lca.opm.gov): This is a free online tool to provide federal leaders and aspiring leaders with developmental feedback on their proficiency level on the competencies that comprise the OPM ECQs. It is designed to identify one’s leadership strengths and developmental needs. Participants receive scores and feedback for each module completed in the form of a printable or downloadable feedback report.
* [OPM – SES Executive Development Website](https://www.opm.gov/policy-data-oversight/senior-executive-service/executive-development/#url=Overview): Provides many resources for senior executives (DISES/DISLs), including information about training and development, mentoring, mobility assignments, and a Best Practices for Executive Development guide.
* [Work-Life Toolkit for Managers](https://www.opm.gov/WIKI/training/Work-Life-Toolkit-for-Managers.ashx): Provides information about work-life programs and workplace flexibilities as well as tips and tools to develop strategic work-life solutions for your workforce.

#### Career Field / Functional Community Issues

* [DON Functional Community Management:](https://portal.secnav.navy.mil/orgs/MRA/DONHR/Training/CommunityManagement/Pages/default.aspx) Provides information about different civilian occupational series. Related career development resources are added as available.
* [Interagency Language Roundtable (ILR)](http://www.govtilr.org): This unfunded federal interagency organization coordinates and shares information about foreign language-related activities at the federal level. This site also provides resources such as foreign language roadmaps and foreign language proficiency guidelines.
* [Joint Language University (JLU)](https://jlu.mygovlearn.com/): JLU is an online language portal that provides foreign language and cultural training materials and authentic media from all over the world for people who speak a foreign language and for those who don’t but want to learn one. Resources include language assessments, Defense Language Proficiency Test (DLPT) study guides, and language, area and cultural familiarization training.
* [MCISRE Community of Practice for Analytic Tradecraft](https://intellipedia.intelink.gov/wiki/MCISRE_CoP_for_Analytic_Tradecraft): Provides some resources for analysts, including writing guides, podcasts, tradecraft notes and guides, and briefs on analytic techniques and other concepts, including [Coaching for Intelligence Writing](https://blogs.intelink.gov/blogs/cmeik/?page_id=6) resources to help mentors work with other analysts on writing products. Resources are also still available at its predecessor site [Center for Marine Expeditionary Intelligence Knowledge (CMEIK)](https://intellipedia.intelink.gov/wiki/Center_for_Marine_Expeditionary_Intelligence_Knowledge).
* [National Intelligence Press Publications](https://ni-u.edu/wp/ni-press-publications/): Provides a range of publications on intelligence and national security issues in an online or downloadable format.

#### Naval and Maritime Issues

* [My Navy Portal — Advancement Exam Prep](https://www.mnp.navy.mil/group/navy-advancement-center): Provides self-study packages to help U.S. Navy personnel prepare for their advancement exams. These cover a range of topics that may be of interest to those wanting to learn more about naval systems and concepts.
* [Naval War College Publications](https://usnwc.edu/Publications): Provides professional reading material through its publications and research centers. Also offers in-person and distance learning opportunities.
* [Navy Program Guide](https://www.navy.mil/strategic/npg17.pdf): This publication describes the platforms, payloads, systems, and technologies already fielded by the U.S. Navy and those being developed. It is a useful resource to learn about the U.S. Navy and its capabilities.
* [Navy Strategic Documents](http://www.navy.mil/StrategicDocs.asp):A repository of strategic documents to help one learn about the U.S. Navy’s priorities and capabilities, including various maritime strategy and policy documents, the Quadrennial Defense Review, the National Fleet Plan, strategic plans for specific issues, and the Navy Program Guide.

### *Career Roadmaps*

This section provides roadmaps, development guides, and other resources to inform career and development planning for a range of career fields. In some cases, resources from non-NAVINTEL or non-Navy organizations are provided because elements of those may still be useful for planning a career in that field with Naval Intelligence. Following these career resources does not guarantee you will achieve your goals or be promoted, but it may help you develop the knowledge, skills, and abilities that will enable you to succeed in your current position and be more prepared for the career opportunities ahead of you. Career paths vary from person to person and the information provided in these resources is intended to be informational, rather than prescriptive.

The list below is not exhaustive – if you know of other resources that should be included here, please share those with the NAVINTEL Talent Development Team at

[NAVINTEL-TALDEV.FCT@navy.mil](mailto:NAVINTEL-TALDEV.FCT@navy.mil) and Cindy Sikes at [cynthia.sikes@navy.mil](mailto:cynthia.sikes@navy.mil) so they can be added to this list when it is next updated.

#### General

* [DON Functional Community Management:](https://portal.secnav.navy.mil/orgs/MRA/DONHR/Training/CommunityManagement/Pages/default.aspx) Provides information about different civilian occupational series. Related career development resources are added as available.
* [Framework for the Continuing Development of Federal Senior Executives](https://www.chcoc.gov/content/framework-continuing-development-federal-senior-executives): Provides information about Executive Development, including a framework for developmental milestones and considerations at the different phases of one’s executive career.
* [Marine Corps Intelligence, Surveillance, and Reconnaissance Enterprise (MCISRE) Civilian Career Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps.aspx): Provides career development information and roadmaps for a variety of career fields.
* [NAVINTEL Career Guide for Intelligence Analysis Careers](https://portal.secnav.navy.mil/orgs/OPNAV/N2N6/NIA/CHCO/Talent%20Development%20Professional%20Development%20%20Train/Home.aspx): While elements of this career guide are tailored for those in the Analysis career field, much of the general career development information in the guide, especially [Appendix E: Professional Development Resources](https://portal.secnav.navy.mil/orgs/OPNAV/N2N6/NIA/CHCO/Talent%20Development%20Professional%20Development%20%20Train/Home.aspx), is applicable to a range of NAVINTEL career fields. **\*\* NOTE: The career guide, including Appendix E, is UNCLASSIFIED//FOR OFFICIAL USE ONLY \*\***
* [Navy Civilian Workforce Development Website](https://portal.secnav.navy.mil/orgs/MRA/DONHR/CivilianWorkforceDevelopment/Pages/default.aspx): Provides information about development resources and opportunities for Navy civilians. Includes information about leadership development and functional-community resources.
* [USMC Occupational Career Roadmaps](https://www.manpower.usmc.mil/webcenter/content/conn/WebCenterSpaces-ucm/path/Enterprise%20Libraries/MPC30_CC/COI%20Webpages/Roadmaps%20Page.htm?lve): Provides career roadmaps for dozens of occupational series including those in the human resources, administration, training and education, and logistics fields.

#### Administration

* [MCISRE Management Specialist (0343) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/0343-Management-Specialist-AM.aspx)
* [MCISRE Miscellaneous Administration and Program (0301) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/0301-Misc-Admin-Program.aspx)
* [MCISRE Secretary (0318) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/0318-Secretary.aspx)
* [USMC Occupational Career Roadmaps for Administration Careers](https://www.manpower.usmc.mil/webcenter/content/conn/WebCenterSpaces-ucm/path/Enterprise%20Libraries/MPC30_CC/COI%20Webpages/Roadmaps%20Page.htm?lve): Includes roadmaps for Miscellaneous Administration and Program (0301), Miscellaneous Clerk and Assistant (0303), Information Receptionist (0304), Mail and File (0305), Correspondence Clerk (0309), Secretary (0318), Office Automation Clerical and Assistance (0326), Administrative Officer (0341), and Support Services Administration (0342),and Telephone Operating (0382) occupational series.

#### Acquisition / Contracting

* [DAWIA Certification and Core Plus Development Guides](https://icatalog.dau.edu/onlinecatalog/CareerLvl.aspx)
* [DON Business-Financial Management (BUS-FM), Acquisition Career Framework and Roadmap](http://www.secnav.navy.mil/rda/workforce/Pages/Career%20Development/BUS-FM.aspx)
* [DON Program Management — Acquisition Career Roadmap](http://www.secnav.navy.mil/rda/workforce/Pages/Career%20Development/PM.aspx)
* [DON Test and Evaluation (T&E) Career Roadmap](http://www.secnav.navy.mil/rda/workforce/Pages/Career%20Development/TE.aspx)

#### Facilities

* [MCISRE Facility Operations Services (1640) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/1640-Facility-Operations-Services.aspx)

#### Financial Management

* [MCISRE Financial Assistant (0503) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/0503-Financial-Assistant.aspx)
* [MCISRE Financial Specialist (0501) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/0501-Financial-Specialist.aspx)
* [MCISRE Management and Program Analysis (0343) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/0343-Management-Program-Analysis.aspx)
* [MyCareer — Federal Financial Management Roadmaps](https://cfo.gov/federal-financial-management-roadmap): Provides roadmaps and competency information for different financial management occupational series including: Accounting (0510), Auditing (0511), Budget Analysis (0560), and Financial Administration and Program Support (0501).

#### Human Capital / Human Resources

* [DON HR / EEO Community Career Guide](https://portal.secnav.navy.mil/orgs/MRA/DONHR/HRCommunity/Documents/Career%20guide%20final%205%20June%202017%20v1_1.pdf)
* [Federal HR Specialist Career Path Guides](https://www.opm.gov/WIKI/training/Index.aspx): Prepared by OPM, these guides are available for the following sub-specialty areas: Classification, Compensation, Employee Benefits, Executive Services, HR Development, Policy, Information Systems, Military, Performance Management / Employee Relations / Labor Relations, and Recruitment and Placement. Scroll to the bottom of the webpage to view each guide.
* [MCISRE HR Management (0201) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/0201-Human-Resources-Management.aspx)
* [MCISRE HR Management (0341) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/0341-Human-Resources-Management.aspx)
* [MCISRE Management Specialist (0343) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/0343-Management-Specialist-HC.aspx)
* [USMC Occupational Roadmaps for HR Careers](https://www.manpower.usmc.mil/webcenter/content/conn/WebCenterSpaces-ucm/path/Enterprise%20Libraries/MPC30_CC/COI%20Webpages/Roadmaps%20Page.htm?lve): Provides roadmaps for the following occupational series: Management (0201), HR Assistance (0203), and Equal Employment Opportunity (0206) Careers

#### Information Technology

* [IT Program Management Career Path Guide](https://www.chcoc.gov/content/it-program-management-career-path-guide)
* [MCISRE IT Management (2210) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/2210-Information-Technology-Management.aspx)

#### Intelligence

* [Marine Corps Intelligence, Surveillance, and Reconnaissance Enterprise (MCISRE) Civilian Career Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps.aspx)
* [MCISRE Intelligence — Management (0132) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/0132-Intelligence-IM.aspx)
* [MCISRE Intelligence — Plans, Policy, Oversight Advocacy (0132) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/0132-Intelligence-PPOA.aspx)
* [MCISRE Intelligence — Producers (Intelligence) (0132) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/0132-Intelligence-IP.aspx)
* [MCISRE Intelligence — Producers (Geography) (0150) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/0150-Geography.aspx)
* [NAVINTEL Career Guide for Intelligence Analysis Careers](https://portal.secnav.navy.mil/orgs/OPNAV/N2N6/NIA/CHCO/Talent%20Development%20Professional%20Development%20%20Train/Home.aspx): Provides information to inform career planning for analysts and supervisors of analysts. Roadmaps for each grade / work level can be found in [Appendix D in Career Guide)](https://portal.secnav.navy.mil/orgs/OPNAV/N2N6/NIA/CHCO/Talent%20Development%20Professional%20Development%20%20Train/Home.aspx) **(Note: The Career Guide, including its appendices, is UNCLASSIFIED//FOR OFFICIAL USE ONLY)**

#### Management and Program Assistance

* [USMC Occupational Career Roadmaps for Administration Careers](https://www.manpower.usmc.mil/webcenter/content/conn/WebCenterSpaces-ucm/path/Enterprise%20Libraries/MPC30_CC/COI%20Webpages/Roadmaps%20Page.htm?lve): Includes roadmaps for Management and Program Analyst (0343) and Management and Program Assistant (0344).

#### Media, Quality, and Dissemination

* [MCISRE Technical Editor (1083) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/1083-Technical-Editor.aspx)
* [MCISRE Visual Information Specialist (1084) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/1084-Visual-Information-Specialist.aspx)

#### Program and Project Management

* [OSD Notional Program Management Career Map](https://www.dau.edu/training/career-development/program-management/blog/Notional-Program-Management-Career-Map)

#### Security and Emergency Services

* [Marine Corps Criminal Investigation Career (1811) Roadmap](http://www.hqmc.marines.mil/Portals/138/Docs/PS/COI/1811%20Criminal%20Investigation%20Career%20Road%20Map.pdf)
* [Marine Corps Civilian Information and Personnel Security Administration (0080) Roadmap](http://www.hqmc.marines.mil/Portals/138/Docs/PS/COI/0080-Information%20Personnel%20Career%20Road%20Map.pdf)
* [Marine Corps Civilian Security and Emergency Services Community of Interest Career Development Guide](http://www.hqmc.marines.mil/Portals/138/Docs/PS/COI/Marines_S_ES_COI_CareerGuide_131118_onlineFINAL%5b1%5d.pdf)
* [Marine Corps Physical Security Administration (0080) Roadmap](https://www.hqmc.marines.mil/Portals/138/Docs/PS/COI/0080-Physical%20Security%20Career%20Road%20Map.pdf)
* [Marine Corps Police (0083) Roadmap](http://www.hqmc.marines.mil/Portals/138/Docs/PS/COI/0083-Police%20Career%20Road%20Map.pdf)
* [MCISRE Security Administration (0080) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/0080-Security-Administration.aspx)
* [Other Marine Corps Security and Emergency Services Roadmaps](https://www.hqmc.marines.mil/ppo/Units/Security-Division-PS/Security-and-Emergency-Services-COI/)

#### Supervisors and Managers

* [Federal Managerial Framework](https://www.opm.gov/wiki/uploads/docs/Wiki/OPM/training/Complete%20508-%20Frameworks,%20Fact%20Sheet,%20learning%20objectives,%20and%20additional%20resources.pdf): See page 9 of the linked document for the framework. Competency descriptions follow in later pages.
* [Federal Supervisory Framework](https://www.opm.gov/wiki/uploads/docs/Wiki/OPM/training/Complete%20508-%20Frameworks,%20Fact%20Sheet,%20learning%20objectives,%20and%20additional%20resources.pdf): See page 8 of the linked document for the framework. Competency descriptions follow in later pages.
* [MCISRE Intelligence — Management (0132) Roadmap](https://intelshare.intelink.gov/sites/profdev/civilian_career_roadmap/SitePages/Roadmaps/0132-Intelligence-IM.aspx)

### *Professional Certifications and Credentials*

This section provides information about professional certification and credentials. Links to information about some of the DoD certifications are also below and, in some cases, include the candidate handbook to help one prepare for exams.

* [DoD Credentialing Opportunities On-Line (COOL) Website](https://www.cool.osd.mil/)
* [DoD Intelligence and Security Professional Certifications](https://dodcertpmo.defense.gov):
  + [Certified Counter-Insider Threat Professionals (Fundamentals and Analysis)](https://dodcertpmo.defense.gov/Counter-Insider-Threat/)
  + [Certified Defense All-Source Analysis Levels I and II (CDASA-I and CDASA-II)](https://dodcertpmo.defense.gov/cdasa)
  + [Collection Management Professional – Foundational (CCMP-F)](https://dodcertpmo.defense.gov/CollMgmt/)
  + [GEOINT Professional Certification](https://dodcertpmo.defense.gov/GEOINT/)
  + [Intelligence Fundamentals Professional Certification (IFPC)](https://dodcertpmo.defense.gov/IFPC/)
  + [Intelligence Planner Certification](https://dodcertpmo.defense.gov/IntPlanning/)
  + [Security Professional Education Development (SPēD) Certification](https://dodcertpmo.defense.gov/security)

### *Mentoring and Coaching Resources*

This section provides resources for mentors, coaches, and mentees.

* [DoD Coaching Portal](https://www.dcpas.osd.mil/CTD/Coach): A site with resources for coaches or those would like to work with a coach.
* [DoD Mentoring Resource Portal, Links, and Toolkit](https://www.dcpas.osd.mil/CTD/Mentoring_Links):These sites promote awareness of the importance of mentoring and provides resources for mentors and mentees including a Mentoring Toolkit and links to USG mentoring programs and resources. Visit these sites at: [Mentoring Portal](https://www.dcpas.osd.mil/CTD/Mentoring), [Mentoring Links](https://www.dcpas.osd.mil/CTD/Mentoring_Links), [Mentoring Toolkit](https://www.dcpas.osd.mil/CTD/Mentoring_Toolkit/)
* [HQMC Mentoring Program](https://www.hqmc.marines.mil/hrom/Organization-Workforce/Mentoring-Program/):Provides resources for mentors and mentees, including a mentoring guide. Includes general resources for those not affiliated with the Marine Corps.
* [Navy and Marine Corps Mentor Match Service (MMS)](https://twms.navy.mil/selfservice/):Hosted by TWMS, MMS is an online directory of self-registered Navy and Marine Corps’ civilians who either want to serve as or are in search of mentors. MMS helps connect mentees with mentors based on identified interest areas and fields of expertise and other factors. To register in MMS, visit [TWMS](https://twms.navy.mil/selfservice/) and select “Mentoring” in the Tools/Actions column on the left of the main landing page.
* [OPM Mentoring Hub](https://www.opm.gov/WIKI/training/Mentoring-Hub.ashx): Provides many resources for mentors and mentees including a mentoring toolkit, [library](https://www.opm.gov/wiki/training/Library.ashx), and access to government-wide mentoring pools.

### *Other Career and Professional Development Resources*

Below is a list of other career and professional development tools and resources, such as training catalogues and information about fellowship and development program opportunities. These may be useful as you plan your career and develop or update your IDP.

#### General Career Development

* [Defense Civilian Intelligence Personnel System (DCIPS)](http://dcips.defense.gov/): Some professional development resources for the Defense Intelligence Enterprise can be found here.
* [DoD Center for Talent Development Catalog of Learning Courses, Programs, Opportunities, and Services](https://www.cpms.osd.mil/Content/Documents/LearningCoursesPrograms_Services.pdf): Though not exhaustive or recently updated, this catalogue is an extensive compendium of professional development courses, programs, and opportunities available to DoD civilians, including leadership development and academic or professional certificate programs, functional or specialty area training, and fellowships.
* [DON Office of Civilian Human Resources (OCHR) Training and Development Website:](https://portal.secnav.navy.mil/orgs/MRA/DONHR/Training/Pages/default.aspx) This OCHR office provides programs, career tools and information to facilitate career development and planning for Navy civilians.
* [Federal Leadership Development Programs Catalogue](https://www.opm.gov/services-for-agencies/federal-leadership-development-programs/): Provides a searchable electronic library of programs offered by federal departments and agencies.
* [Headquarters Marine Corps (HQMC) Human Resources and Organizational Management (HROM) Branch — Organizational and Workforce Management Team](http://www.hqmc.marines.mil/hrom/Organization-Workforce/): Provides links and resources for Marine Corps civilians, including information on training and professional development opportunities.
* [HQMC HROM-Sponsored Training](http://www.hqmc.marines.mil/hrom/Sponsored-Training/): Provides information about free on-site training classes sponsored by the HQMC HROM Branch available to Marine Corps civilians and their supervisors.
* [HQMC Training and Workforce Development Website](https://www.hqmc.marines.mil/hrom/Organization-Workforce/Training-Workforce-Development/): Provides information about training and development opportunities for Marine Corps civilians, as well as professional reading lists.
* [Joint Duty Assignment (JDA) Website](https://www.icjointduty.gov/): Visit this website to explore potential opportunities.
* [MyBiz+](https://compo.dcpds.cpms.osd.mil/): Found on the DCPDS portal, this is the Human Resources Information System (HRIS) used by NAVINTEL GG employees. It stores employee information related to issues such as hiring, promotions, awards, pay adjustments, reassignments, and changes in duty station. Employees can also self-certify some career and professional development information such as languages, education, and training in MyBiz+. Use this to complete mid-year performance reviews.
* [Naval Intelligence Activity-Human Capital/Talent Development (NIA-HC/TD) Website](https://portal.secnav.navy.mil/orgs/OPNAV/N2N6/NIA/CHCO/Talent%20Development%20Professional%20Development%20%20Train/Home.aspx): NIA-HC issues and oversees the execution of career development policy and leads or facilitates a range of professional development initiatives for the NAVINTEL enterprise. This site provides many professional development, career planning, and training resources.

#### Functional / Career Field Programs and Resources

* [DIA – Joint Military Intelligence Training Center (JMITC)](https://intellipedia.intelink.gov/wiki/Intelligence_Training_Department): JMITC is DoD’s main schoolhouse for all-source intelligence training. Explore the course catalogue to identify future training opportunities.
* [Federal Law Enforcement Training Centers (FLETC)](https://www.fletc.gov/training-catalog): FLETC and its partner organizations provide training for law enforcement professionals as well as those who support law enforcement missions and operations. FLETC offers in-classroom and online training.
* [Intelligence Community Advanced Analyst Program (ICAAP)](https://intellipedia.intelink.gov/wiki/Intelligence_Community_Advanced_Analyst_Program): ICAAP is an established IC training program for analysts with at least four years of experience designed to deepen the tradecraft skills of the IC analytic corps and advance the profession of intelligence analysis.
* [ODNI — Intelligence Learning Network (ILN)](https://www.dni.gov/index.php/careers/joint-duty/related-links/intelligence-learning-network-iln): The ILN delivers three IC learning and professional development courses focused on meeting the needs of entry-, intermediate-, and senior-level IC professionals*: Understanding the IC, Integrating the IC, and Leading the IC.*

#### Leadership / Management Development Resources and Programs

* [DON Leadership Development Programs](https://portal.secnav.navy.mil/orgs/MRA/DONHR/Training/Pages/Developmental-Programs.aspx): This site provides information on some developmental programs for GS/GG employees at different work levels, including the five [DoD Enterprise Leadership Development Programs](#_Leadership_and_Management) and the others listed below. Contact your command’s training representative to learn about application procedures.
  + Bridging the Gap Leadership Development Program
  + Emerging HR Leaders Forum
  + Excellence in Government Fellows Program
  + Federal Executive Institute – Leadership for a Democratic Society Program
  + Graduate School Aspiring Leader Program
  + Graduate School Executive Leader Program
  + Graduate School New Leader Program
  + Navy Legislative Fellowship / Capitol Hill Fellowship Program
  + National Defense University (NDU) — Eisenhower School for National Security and Resource Strategy Program
  + Presidential Management Council Interagency Rotation Program (PMC-IRP)
  + White House Leadership Development Program
* [GWU — Senior Manager Course in National Security Leadership](https://nssp.elliott.gwu.edu/): This two-week course is designed for senior military (O-5/6) and civilian (GS/GG-14/15) officials.
* [Headquarters Marine Corps (HQMC) Civilian Leadership Development Program (CLDP)](http://www.hqmc.marines.mil/hrom/Organization-Workforce/Civilian-Leadership-Development-Program/CLDP/): Provides information for development of the leadership competencies and skills civilian employees assigned to specific Marine commands.
* [HQMC Centrally Managed Civilian Leadership Courses (CMCLC)](https://www.hqmc.marines.mil/hrom/Organization-Workforce/Civilian-Leadership-Development-Program/CMCLC/): Provides information about some development programs for Civilian Marines from GS/GG-5 to GS/GG-15.
* [Naval Postgraduate School (NPS) — Navy Senior Leader Seminar (NSLS)](https://nps.edu/web/cee/nsls): This executive education program for senior officers (O-6/O-5) and senior civilians (GS/GG-15) helps develop the knowledge and skills required to effectively manage and lead complex organizations.
* [Navigation Leader Development Program (NLDP)](https://portal.secnav.navy.mil/orgs/OPNAV/N2N6/NIA/CHCO/Talent%20Development%20Professional%20Development%20%20Train/NAVIGATION%20LEADERSHIP%20DEVELOPMENT%20PROGRAM.aspx): This NAVINTEL enterprise-wide development program for GS/GG-13 to GS/GG-15s seeks to develop high-performing NAVINTEL and Information Warfare employees into competitive candidates for future leadership roles.
* [NPS — Center for Executive Education](https://nps.edu/web/cee): NPS offers several executive education courses focused on leadership development.
* [OPM — LEAD Certificate Program](https://cldcentral.usalearning.net/mod/page/view.php?id=249): Federal employees can earn an OPM LEAD Certificate for any of five different levels of leadership: Project/Team Lead, Supervisor, Manager, Executive (SES level), and Professional Leader. With the exception of the Executive Level certificate, which is only open to GS/GG-14s and GS/GG-15s, employees at all grade levels can enroll; eligibility for other certificate levels is based more on role and responsibility rather than grade.

#### Advanced Academic Education Resources and Programs

* [Defense Acquisition University (DAU)](https://www.dau.edu/): DAU provides a full range of basic, intermediate, and advanced certification training, assignment-specific training, applied research, and continuous learning opportunities.
* [Marine Corps University (MCU)](https://www.usmcu.edu/): MCU consists of several Professional Military Education (PME) programs such as the Marine Corps War College, Command and Staff College, and the School of Advanced Warfighting. It also includes directorates such as the Center for Advanced Operational Culture and Learning (CAOCL), the Center for Strategic Studies, and the Lejeune Leadership Institute, among others. Courses and programs are offered on-site and via distance learning.
* [National Intelligence University (NIU)](http://www.ni-u.edu/): NIU is the IC’s sole accredited, federal degree-granting institution. With a focus on the profession of intelligence, NIU offers undergraduate and graduate degree programs, as well as graduate certificates and a fellowship program.
* [Naval Postgraduate School (NPS)](https://nps.edu/web/cee): Offers a range of academic programs, including degree and certificate programs, executive education, JPME. Distance learning options are available for some programs.
* [Naval War College (NWC)](https://usnwc.edu/): The NWC offers several resident and distance learning academic programs that result in JPME credit, a certificate, or an academic degree. Examples include the Fleet Seminar Program, the Maritime Advanced Warfighting School, and web-enabled and CD-ROM-based correspondence programs.
* Other Educational Institutions: Many other educational institutions — including academic universities — across the country offer educational programs, including undergraduate and graduate degree programs, certificates, and individual courses or seminars and workshops. Some programs may be in residence, online, or a combination. Speak with colleagues and search online for programs that may meet your development goals.

1. All information about programs, courses, or resources is copyrighted and owned by the organization offering the program, course, or resource. [↑](#footnote-ref-1)
2. Within this guide the term “command” is used interchangeably with or alongside “‘EDDP” to refer to NAVINTEL’s Entities with Department of the Navy (DON) Defense Civilian Intelligence Personnel System (DCIPS) Personnel (EDDPs) — the commands across the Navy with NAVINTEL civilians (GGs) assigned. [↑](#footnote-ref-2)