DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
(RESEARCH, DEVELOPMENT AND ACQUISITION)
1000 NAVY PENTAGON
WASHINGTON DC 20350-1000

APR 05 2011

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Naval Acquisition Development Program - Wounded Warrior Program Expansion Guidance

Reference: (a) Naval Acquisition Development Program Operating Guide, 26 Sept 2010

The United States Armed Forces have suffered over 30,000 injured Soldiers, Sailors and Marines in Iraq and Afghanistan conflicts. These wounded personnel represent a valuable recruitment source for future Navy and Marine Corps Acquisition professionals. The Naval Acquisition Development Program - Wounded Warrior (NADP-WW) is currently available to any Wounded Warrior that meets Office of Personnel Management qualification standards for the prospective job series at the GS-7 level. This memorandum expands the program to allow entry of those Wounded Warriors who qualify at the GS-5 level. Additionally, the expanded program allows for an additional program year for a total program length of up to four years. This expansion is established to enhance employment of non-degreed Wounded Warriors transitioning from active duty to careers in the acquisition workforce.

The NADP-WW supports command outreach to Wounded Warrior post medical treatment by providing an expanded avenue for employment opportunities in the Naval Acquisition Intern Program (NAIP). The Director, Acquisition Career Management (DACM) is the program manager for the DON and provides NADP-WW program guidance and oversight. The Naval Acquisition Career Center (NACC) is responsible for the central management and execution of the NADP-WW Program. Reference (a) provides detailed guidance that applies to all acquisition interns and can be found on the ASN (RD&A) website under the Policy and Guidance section: https://acquisition.navy.mil/rda/home/acquisition_workforce/career_development/naval_acquisition_development_program_nadp/interns_associates_cfms

The NADP-WW formal development period will be up to 4 years with a minimum entry level of GS-5 and a targeted transition at the GS-12 level upon successful program completion. Furthermore, the candidate will transition to the hosting command upon program completion. NADP-WW hiring will not count against existing System Command annual NADP allocation controls. Candidates will qualify based on the following criteria:

- Honorably discharged disabled veterans who have a compensable service-connected disability of 30 percent or more and the disability resulted from injury or disease received in the line of duty as a direct result of armed conflict, or was caused by an instrumentality of war and was incurred in the line of duty during a period of armed conflict or war.

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- 3 years of general progressively responsible experience, 1 year of which was equivalent to at least GS-4 or completion of a 4-year course of study leading to a bachelor's degree (if required by the respective job series).
- Demonstrates the ability to analyze problems to identify significant factors, gather pertinent data, and recognize solutions; plan and organize work.
- Communicate effectively orally and in writing.

Candidates will be given Veterans Recruitment Authority (VRA) appointments per 5 CFR 307 appointing authority. All disabilities must be documented by a notice of retirement or discharge due to service-connected disability from military service dated at anytime or by a notice of compensable disability rating from the Department of Veteran Affairs, dated 1991 or later. After two years of successful performance, candidates will be converted to a career-conditional appointment in the competitive service.

NADP-WW hires will follow the established Master Development Plan for the respective career field. Available career fields are highlighted in Attachment (1) including those that have a positive degree requirement as mandated by OPM qualification standards. Command Career Field Managers must closely evaluate the background of those hired, to ensure they possess or plan to attain the prerequisite knowledge, skills, and abilities to be successful in their career development program. NACC will fund additional training costs of up to $2,500 per person if requisite training courses are not available locally, on a no-cost basis or if other funding sources are not available. NADP-WW participants will be funded by the Defense Acquisition Workforce Development Fund – Section 852.

I, along with my DACM and NACC team are deeply committed to this very important initiative. Request your leadership and personal involvement in making this a successful program.

My point of contact is Ms. Rene Thomas-Rizzo. She can be reached at (703) 614-0522 or by email at rene.thomas-rizzo@navy.mil.

James E. Thomsen
Principal Civilian Deputy

Attachment(s):
As stated

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APPLICABLE CAREER FIELDS FOR NADP-WW

Business – Financial Management (BUS-FM)

*Business – Cost Estimating (BUS-CE)

*Contracting (CON)

Life Cycle Logistics (LOG)

*Facilities Engineering (FE)

*Systems Planning, Research, Development, and Engineering (SPRDE)

*- Appropriate College Degree Required

Attachment (1)