

### Leadership Matters

### DHS Leader Development Program

“People almost never change without first feeling understood.” – Douglas Stone



#### Tip of the Month:

Seeking options for your Cornerstone Continuous Development 12-hour requirement?

Check out these Skillsoft courses:

**Building Career Development Programs and Succession Planning**  
[ID: ahr\\_02\\_a02\\_bs\\_enus](#)

**Implementing Transformational HR**  
[ID: ahr\\_02\\_a03\\_bs\\_enus](#)

#### News You Can Use

[The DHS Coaching Collaborative](#) – check out the Coaching Talent Bank and invest in your success!

Have you thought about a rotational opportunity? Go to the [Homeland Security Rotations Program](#).

Want to know more about Cornerstone, Keystone, or Capstone? Visit the [DHS Leader Development Program](#).

Did you know that the LDP identifies targeted development for [Team Members and Team Leads](#)?

Don't forget, seasoned DHS Leaders must complete [12 hours of Leader as Teacher "Give Back"](#) – write a blog, be a mentor, hold a brown bag lunch....

Questions? Contact your component [LDP Action Officer](#) or email [LeaderDevelopment@hq.dhs.gov](mailto:LeaderDevelopment@hq.dhs.gov).

#### Got a minute (...or three?) Check these out!

#### Points to Ponder

“Learning” isn't about a course – it's about a course of action!

#### [Getting Started on your Leadership Initiatives: Where to Focus First](#)



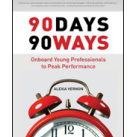
Video (3 minutes)  
[Bookid = 35601](#)

#### [Healthy Organizations](#)



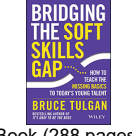
Video (3 minutes)  
[Bookid = 112807](#)

#### [90 Days 90 Ways: Onboard Young Professionals to Peak Performance](#)



Book (273 pages)  
[Bookid = 47752](#)

#### [Bridging the Soft Skills Gap: How To Teach The Missing ...](#)



Book (288 pages)  
[Bookid = 105473](#)

#### Understanding Successfully Onboarding New Employees

(Access Skillsoft through [Skillport](#) using the single sign-on; once in Skillsoft, search in the upper right hand corner using title, author, or ID.)

**Step 1: Complete the course: Building Career Development Programs and Succession Planning (ID: [ahr\\_02\\_a02\\_bs\\_enus](#)).** In this course, you'll learn about creating development programs for everyone from emerging employees through to experienced leaders by considering key concepts of career development, leadership development, and mentoring.

#### Step 2: Ask yourself the following questions:

- Can you recognize examples of career development programs?
- How would you describe the theories of leadership?
- How would you describe the characteristics of a successful mentoring program?

#### Step 3: Complete these ideas for action below:

- Using these characteristics, create a list that enables you to evaluate the cultural fit of current and potential employees..
- Use the list you created to assess a potential employee's cultural fit when screening resumes or during the interview process..
- Spend time getting to know your people. Start by observing them in the office to find out what motivates them and then talk with them informally on a weekly basis to find out even more..

#### Do You Know:

- The difference between coaching and mentoring?
- Why developing people for the future differentiates you as a leader?

Human Capital Management – December 2018

#### Real World Research

If done well, new hire training can have both a positive impact on customers and be very rewarding for employees and organizations.

The program's success is measured by increased productivity for both the company and people, while customers benefit from having company representatives who are knowledgeable and can solve their problems. Performance is directly related to providing clearly-defined organizational goals that are relevant to individuals, and are most often achieved through a system of competencies. By identifying, articulating, and training to support these competencies, management can help people understand what is required to reach new levels of excellence and professional development.

#### Outcome

To create and administer a well thought out Onboarding Plan that provides your employees with opportunities and a clear direction on how to advance their skills and advance their careers.