

## **Pride in Federal Service**

### **Leadership Team Elections**

### **December 2021**

Pride in Federal Service is electing a new Leadership Team! We are looking for individuals to serve on our Leadership Team who are dedicated to advancing equity in the Federal workforce and bring a background of knowledge to the position for which they are applying. While Leadership Team members may bring an expertise and experience regarding certain populations within our community, it is expected that they be dedicated to the equity and inclusion of all members of the LGBTQ+ family.

#### **The Leadership Team for Pride in Federal Service consists of the following positions:**

- Chair
- Co-Chair, Policy
- Co-Chair, Training & Summit
- Co-Chair, Data Collection & Metrics
- Co-Chair, Community Outreach & Engagement
- NEW: Co-Chairs, Regional (Northeast, Southeast, Midwest, Southwest, West)
- Communications Director
- Advisors (appointed)

#### **Nominations and Elections**

**To nominate yourself to run for a position, please submit your answers to the questions below to Briana Niblick ([niblick.briana@epa.gov](mailto:niblick.briana@epa.gov)) and Maverick Hill ([maverick.hill@fiscal.treasury.gov](mailto:maverick.hill@fiscal.treasury.gov)) by December 7.**

1. Please submit a brief professional bio (300 words or less).
2. What is your experience working with LGBTQ+ issues?
3. What applicable skills can you bring to the PFS Leadership Team?

**The voting period will Voting will be conducted electronically December 10 – December 15.** Voting will be conducted electronically. The new Leadership Team will be announced December 15.

#### **Terms**

Leadership Team members shall serve a term of two years. After serving their term, they are requested to provide support and counsel as Past Chairs for a period of one year to assist the new Leadership Team.

#### **Time Investment**

The current Leadership Team reports an average monthly investment of 5 hours per month per person. Leading up to and during major events, such as Pride (June) and the PFS Summit (October), the investment of time typically increases.

#### **Current Leadership Team**

If you are thinking of running for a Leadership position with PFS and would like to talk with a current Leadership Team member, refer to the contact info below.

- Chair: Anthony Musa ([MusaAD@state.gov](mailto:MusaAD@state.gov))
- Co-Chair, Policy: Maverick Hill ([maverick.hill@fiscal.treasury.gov](mailto:maverick.hill@fiscal.treasury.gov))
- Co-Chair, Training & Summit: Thalia Lewis ([thalia.lewis@noaa.gov](mailto:thalia.lewis@noaa.gov))
- Co-Chair, Data Collection & Metrics: Brian S. ([bjsawfo@radium.ncsc.mil](mailto:bjsawfo@radium.ncsc.mil))
- Co-Chair, Outreach & Community Engagement: Matt Lewis ([matthew.lewis@dot.gov](mailto:matthew.lewis@dot.gov))

- Communications Director: Sean Loftus ([sean.loftus@navy.mil](mailto:sean.loftus@navy.mil))
- Advisors: Richard Hurtig ([richard.hurtig@ci.irs.gov](mailto:richard.hurtig@ci.irs.gov)), Briana Niblick ([niblick.briana@epa.gov](mailto:niblick.briana@epa.gov)), Mahri Monson, OPM liaison ([monson.mahri@opm.gov](mailto:monson.mahri@opm.gov))

## Leadership Position Descriptions

### **Chair**

The Chair leads Pride in Federal Service (PFS) to implement the mission and goals of the organization and serves as the key decision maker using input and guidance from the PFS Leadership Team and members. The Chair hosts monthly meetings with members and monitors actions identified during meetings to ensure that all actions are completed. The Chair works in partnership with the Leadership Team to execute projects, activities and initiatives, such as participation in annual Pride parades, hosting of training webinars and Summits, presentations from guest speakers, and coordination with partners. The Chair coordinates with the Communications Director to maintain the PFS Distribution List, issue communications to members and partners, and schedule meetings.

### **\*NEW\* Regional Chair** (up to 5 representatives)

A Regional Chair shares in the Chair’s responsibilities, but on the regional level. This position has been designed to boost participation and representation throughout the entire country. The five regions are listed below and may be modified depending on candidate locations and organizational needs.

Northeast: ME, NH, VT, MA, NY, RI, CT, NJ, PA, DE, MD, D.C.

Southeast: WV, VA, NC, SC, GA, FL, KY, TN, AL, MS, AR, LA

Midwest: OH, MI, IN, WI, IL, MN, IA, MO, ND, SD, NE, KS

Southwest: OK, TX, NM, AZ → fewer, large states → may be combined with West.

West: MT, WY, CO, ID, NV, WA, OR, CA, AK, HI

### **Co-Chair, Data Collection and Metrics**

The Co-Chair for Data Collection and Metrics leads the organization’s work to expand the collection of sexual orientation and gender identity/expression (SOGI) demographic data for federal employees, building upon work by the Office of Management and Budget (OMB) Working Group on SOGI Metrics. SOGI metrics include, but are not limited to, human capital data systems and federal employee viewpoint workforce surveys. This Co-Chair is responsible for fostering positive and affirming partnerships with various agencies and departments regarding SOGI data collection and providing status reports to the PFS Leadership Team. Partnerships include but are not limited to OMB, Office of Personnel Management, Department of Commerce, and Department of Interior. The Co-Chair for Data Collection & Metrics leads a subcommittee to evaluate the collection of SOGI data at federal agencies and make recommendations for improvements and advancements.

### **Co-Chair, Policy**

The Co-Chair for Policy leads the organization’s work in evaluating policy to ensure equal opportunity for LGBTQ+ federal employees and their families, including but not limited to health care, employment, family leave, and program delivery. The Co-Chair for Policy leads a subcommittee to make recommendations for improvements and advancements regarding areas of import to PFS membership and the LGBTQ+ federal family. Past initiatives of the Policy sub-committee include advocating for more comprehensive FEHB coverage through letter writing and meeting with Office of Personnel Management staff.

### ***Co-Chair, Community Outreach and Engagement Coordinator***

The Co-Chair for Community Outreach and Engagement leads the planning and implementation of outreach strategies and social activities and undertakes initiatives to promote PFS to outside organizations and the general community. They are primarily responsible for connecting PFS members by creating opportunities for networking and engagement. They are responsible for overseeing PFS's participation in activities, such as the annual Capital Pride parade and social hours. The Community Outreach and Engagement Coordinator supports other PFS activities, such as training summits, by planning complimentary social networking events that coincide with such events.

### ***Co-Chair, Training***

The Co-Chair for Training organizes virtual and in-person educational events for PFS members, as requested by the PFS Leadership Team. They seek out guest speakers to provide informal training and educational content; coordinate online presentations and webinars, and provide recommendations to the PFS Leadership Team on trainings. This Co-Chair leads a subcommittee to plan and deliver an annual PFS Summit, typically in October (either in-person or virtual).

### ***Communications Director***

The Communications Director creates and tracks records, facilitates group communication, and develops unique and creative ideas to connect across federal agencies. The Communications Direction manages the PFS MAX.gov page to facilitate sharing of policies, training, best practices, and other resources; maintains the PFS membership list through MAX.gov; and takes notes during PFS meetings for distribution. The Communications Director also creates and manages surveys of members and stakeholders, as needed to support the work of the organization. Attention to detail and experience with Microsoft Office and website design wizards (but not necessarily HTML) are important for this position.

### ***Advisors***

Advisors serve ad hoc as their schedule allows to provide strategic input, feedback, and guidance to the PFS Leadership Team. Advisors typically have professional experience in leading diversity, equity, and inclusion initiatives in their ERG or agency with an emphasis on serving diverse LGBTQ+ communities. Advisors may also have knowledge and expertise on a matter of importance to PFS membership, such as data collection, health insurance, or outreach.