# POSITION DESCRIPTION

**Deputy Director for management of the Office of management and Budget, Executive Office of the President**

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| **OVERVIEW** |
| Senate Committee | Homeland Security and Governmental Affairs |
| Agency Mission | To serve the president of the United States in implementing his vision across the executive branch, including budget development and execution, oversight of agency performance and coordination and review of significant federal regulations. |
| Position Overview | The deputy director for management (DDM) also serves as the nation’s federal chief performance officer (CPO), a role established in 2009. The DDM/CPO develops and executes a government-wide management agenda that includes information technology, financial management, procurement, performance and human resources. |
| Compensation | Level II $179,700 (5 U.S.C. § 5313)[[1]](#endnote-1) |
| Position Reports to | Director of the OMB |
| **RESPONSIBILITIES** |
| Management Scope | The OMB fiscal 2015 budget request was $91.75 million. There were 457 OMB full-time equivalents in fiscal 2015.The management side of OMB is comprised of five offices that oversee and coordinate the Administration’s procurement (Office of Federal Procurement Policy), financial management (Office of Federal Financial Management), e-government (Office of E-Government and Information Technology), performance and personnel management (Office of Performance and Personnel Management) and information and regulatory policies (Office of Information and Regulatory Affairs). |
| Primary Responsibilities | * Lead the OMB’s efforts to oversee agency management of programs and resources to achieve legislative goals and administration policy.
* Set standards for procurement, financial management, e-government, performance and personnel management and regulations to be implement government-wide in service of the administration’s policies and goals.
* As chief performance officer for the federal government, negotiate and establish performance metrics across the government (referencing industry benchmarks and other external data as a way to gauge performance), recommend a set of performance-based actions, implement the components needed to track performance against goals and report on progress to governmental leadership.
* Serves as a co-chairperson of the Agency Transition Directors Council[[2]](#endnote-2)
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| Strategic Goals and Priorities | [Depends on policy priorities of the administration] |
| **REQUIREMENTS AND COMPETENCIES** |
| Requirements | * Understanding of the budget process and federal government operations
* Prior government service (strongly preferred)
* Proven ability and experience leading and managing a large and complex enterprise
* Background in operations (preferred)
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| Competencies | * Strong interpersonal skills to support work across the administration
* Process and performance orientation, as this role must drive appropriate management practices and results government-wide
* Ability to understand details of federal policy in a range of operational areas and to balance policy goals with operational realities
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| **PAST APPOINTEES** |
| Andrew Mayock (2015 – 2017): Senior Advisor, OMB; Associate Director, General Government Programs, OMB; Deputy Vice President for Compact Implementation, Millennium Challenge Corporation; Executive Secretary, U.S. Department of the Treasury |
| Beth Cobert (2013 – 2015): Director and Senior Partner, McKinsey and Company (focus on consumer-facing industries such as financial services, health care and telecom for nearly 30 years) |
| Jeffrey Zients (2009 – 2012): CEO & Chairman, The Advisory Board Company; Chairman, Corporate Executive Board (20 years in the private sector as a CEO, management consultant and entrepreneur) |
| Clay Johnson (2003 – 2009): Assistant to the President for Presidential Personnel; Executive Director, Bush-Cheney Transition Team; Chief of Staff, Governor George W. Bush; Appointments Director, Governor George W. Bush |
| Mark Everson (2002 – 2003): Controller, Office of Federal Financial Management; Vice President of Finance, LSG Sky Chefs; Executive Commissioner and Deputy Commissioner, Immigration and Naturalization Service |

1. The Consolidated Appropriations Act, 2017 (Public Law 115-31, May 5, 2017), contains a provision that continues the freeze on the payable pay rates for certain senior political officials at 2013 levels during calendar year 2017. [↑](#endnote-ref-1)
2. Public Law No: 114-136 (03/18/2016): https://www.congress.gov/bill/114th-congress/senate-bill/1172/text?overview=closed [↑](#endnote-ref-2)