



United States Department of the Interior
BUREAU OF LAND MANAGEMENT



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Instruction Bulletin TC IB 2015-03

To: All WO Officials, State Directors, State Office Lands Program Leads, All District and Field Office Managers, Attn: Training Officers

From: Division Chief, Training and Employee Development, National Training Center

Subject: National Lands Training for Line Officers and Program Managers Course – October 19-22, 2015

DD: 08/21/2015
(Registration)

Program Area: Lands and Realty

Purpose: The purpose of this Instruction Bulletin (IB) is to request nominations and provide information for the National Lands Training for Line Officers and Program Managers Course, 2000-23 (NLT).

The joint Bureau of Land Management (BLM)/Forest Service (FS) NLT course is being held October 19-22, 2015, at the National Conservation Training Center in Shepherdstown, West Virginia. The primary objectives of this national course are to provide line officers and land program managers with an overview of the concepts and principles unique to land and realty management responsibilities and to enhance competency in application of lands policies and procedures.

Course Information: This course offers MULTIPLE interactive breakout sessions and pertinent case studies providing managers tips and tools to help them manage their lands program. Lessons will provide the basics a manager needs to resolve lands actions relating to their offices and opportunities to interact with other managers. Time will be dedicated in each topical session to discuss the management decision space, how to avoid common pitfalls and how to manage risk effectively. Opportunities for questions will be provided for after each session. The BLM and FS offer this course jointly to strengthen the lands and realty missions of both agencies.

The class is limited to 100 participants, consisting of approximately 50 participants per agency.

Timeframe: Individuals interested in attending this course must register before August 21, 2015, through DOILEARN (<https://doilearn.doi.gov/>). DOILEARN will put all registrants in a “waiting list” status.

The Washington Office and the NTC will review the nominations. Final selection notifications will be sent to the participants in late August 2015. The notification will provide information regarding meals, lodging, and transportation.

Budget Impact: There is no tuition charge for this course. Travel and per diem is to be paid by the participant's home office. The National Training Center has an opportunity to provide financial assistance not to exceed \$500 per BLM participant for portions of charges incurred at the NCTC (Meal plan/lodging (\$137 per night) plus the Facility Sustainability fee (\$15 per night for five nights). The cost sharing offer will be extended to the first 50 qualified participants to register by the deadline.

Background: This course has been delivered for many years jointly by the BLM and FS. Recent needs assessments and representative focus groups revealed that the course content needed to be changed to meet current needs of the target audience and the management challenges. The goal of the redesign was to provide participants with clear course objectives, more opportunity for interactive learning, clear connections to how they can use this information in the course of their jobs, and job aids to assist them after training is completed. The newly redesigned course offers topical sessions which provide a manager the basic tools needed to resolve lands actions as well as opportunities to interact with other managers from across the nation. Sessions will be co-taught by practitioners and managers. A currently active agency manager will provide "real world" examples or scenarios to during each session. There will be opportunities for asking questions at the close of each topical session.

Course Goal: By the end of this course, participants will be able to make sound, legal decisions relating to lands actions in their unit or office.

Target Audience: All BLM state and field level managers and supervisors as well as program managers with lands and realty responsibilities.

Manual/Handbook Sections Affected: None.

Contacts: If you have any questions, the BLM NTC Training Coordinator for this course is Mary Jo Yoas. Please contact her at 602-906-5533 or myoas@blm.gov.

Signed by:
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