

Scenario for Assignments 1, 2, 3, 4, and 5

For Assignments 1, 2, 3, 4, and 5 you will take on the role of a consultant for a government agency. Your consulting firm has been asked by the agency to research it, interview representatives within the agency, compile a report, and provide recommendations for improvement. The first role of the consultant is to become familiar with the agency, its departments, and key actors. You will develop the assignment in five (5) parts, submitting each to your supervisor (your professor's role) who will offer feedback for revisions.

Select one of the following agencies from the federal, state, or local government listed below and then select a department within the agency. Usually, you can find contact information on their Websites. Each assignment builds upon the previous assignment. The agency you select in Assignment 1 must be used for all remaining assignments. You do not have to use the agency you selected in Week 1 discussion.

- Department of Health and Human Services (DHHS)
- Housing and Urban Development (HUD)
- Social Security Administration (SSA)

Assignment 1: Rationale and Analysis for Agency Selected, Part 1 (Week 2)

Assignment 2: Evaluation of Agency's Public Personnel Administration, Part 2 (Week 4)

Assignment 3: Agency's Law and Ethics of Hiring a Diverse Workforce, Part 3 (Week 7)

Assignment 4: Analysis of the Agency's Policies, Procedures, and Plans – Unions, Privatization, Pensions, and Productivity, Part 4 (Week 9)

Assignment 5: Preparing for the Agency's Future, Part 5 (Week 10)

After selecting an agency and department, you are expected to:

1. Research the literature regarding issues that involve the selected agency and public administration in general.
2. Interview at least two (2) representatives of the agency's department for the different sections of the paper. (If you can obtain more than two (2) different interviews, do so. The more perspectives, the better. Interviews can be conducted in person, by phone, or by an electronic method such as email.)
3. Develop the assignments in parts, submitting them to your professor for review and feedback.
4. **Revise Assignments 1, 2, and 3 based on your professor's feedback.**

(Note: Guidelines for Interview Assignments at Strayer University (See Appendix):

(1) Before students engage in an interview assignment, they must adhere to these Guidelines for Interview Assignments at Strayer University:

(a) The purpose of the assignment is to train students in interview/research methods, not to develop or contribute to research that can be applied to situations beyond that studied or that is created to share with others beyond the local setting.

(b) No publication of projects containing the results of or information from the interviews is allowed, including publication in social media, blogs or the Internet generally. The interview findings may only be shared in the class.

(2) When presenting the results of their interviews to their instructor and / or classmates, students may not disclose personally identifiable information about an interviewee, unless they have received written permission from the interviewee as verified by their instructor.

(3) All interviewees must be at least 18 years old.)

Hello Rey:

FYI, below is the feedback my professor provided me for Assignment 1. My grade was a 94.52

Week 2 Assignment 1 Submission

Nadine

The HHS is an excellent organization for this analysis. The background and three functions are referenced. I would like to see more definition or functionality with the organization selected, along with identifying the current challenges that need to be addressed. Very good source selections that support and defend your conclusions. Thank you for your efforts.

File name: PAD 530 Assignment 1_Professor Comments

Assignment 2: Evaluation of Agency's Public Personnel Administration, Part 2

Due Week 4 and worth 180 points

Refer to the Scenario for Assignments 1, 2, 3, 4, and 5

Write a four to five (4-5) page paper in which you:

1. **Revise the previous assignment based on your professor's feedback.**
2. Analyze the organizational design of the selected agency's human resource management in relationship to the entire organization. Assess its strengths and weaknesses. (Title this section Organizational Design)
3. Assess the agency in terms of its global or international linkages, highlighting its application of theory to its approach to personnel management. (Title this section Global Linkages and Personnel Management)
4. Analyze at least three (3) of the major components of the agency's human resource system's goals and practices regarding the recruitment and hiring of a qualified workforce. (Title this section Personnel Recruitment and Hiring Practices)
5. Evaluate the agency's approach to training and programs provided for new and existing employees for the development of knowledge, skills, and overall competencies, highlighting the strengths and weaknesses. (Title this section Employee Skills Training)
6. Recommend at least two (2) actions the agency could take to improve in the areas of recruiting and training a qualified workforce. (Title this section Recruiting and Training Recommendations)
7. Include at least four (4) peer-reviewed references (no more than five [5] years old) from material outside the textbook. **Note:** Appropriate peer-reviewed references include scholarly articles and governmental Websites (Include no more than one non-government Website)

Your assignment must follow these formatting requirements:

- Be typed, double spaced, using Times New Roman font (size 12), with one-inch margins on all sides; citations and references must follow APA or school-specific format. Check with your professor for any additional instructions.
- Include a cover page containing the title of the assignment, the student's name, the professor's name, the course title, and the date. The cover page, revisions of the previous assignment, and the reference page are not included in the required assignment page length.

The specific course learning outcomes associated with this assignment are:

- Examine the major components of the personnel management system, procedures, and processes in the public sector.
- Analyze the linkages between theory, research, practice, and teaching in the field of public personnel management.
- Recommend improvements to processes involved in public personnel management and / or solutions to problems confronting those in the field.
- Develop a proposal for strategic public personnel management for a specific setting.
- Use technology and information resources to research issues in public personnel management.
- Write clearly and concisely about public personnel management using proper writing mechanics.

Grading for this assignment will be based on answer quality, logic / organization of the paper, and language and writing skills, using the following rubric.

Points: 180		Assignment 2: Evaluation of Agency's Public Personnel Administration, Part 2		
Criteria	Unacceptable Below 70% F	Fair 70-79% C	Proficient 80-89% B	Exemplary 90-100% A
1. Revise the previous assignment based on your professor's feedback. Weight: 5%	Did not submit or incompletely revised the previous assignment based on your professor's feedback.	Partially revised the previous assignment based on your professor's feedback.	Satisfactorily revised the previous assignment based on your professor's feedback.	Thoroughly revised the previous assignment based on your professor's feedback.
2. Analyze the organizational design of the selected agency's human resource management in relationship to the entire organization. Assess its strengths and weaknesses. (Title this section Organizational Design) Weight: 15%	Did not submit or incompletely analyzed the organizational design of the selected agency's human resource management in relationship to the entire organization. Did not submit or incompletely assessed its strengths and weaknesses. (Title this section Organizational Design)	Partially analyzed the organizational design of the selected agency's human resource management in relationship to the entire organization. Partially assessed its strengths and weaknesses. (Title this section Organizational Design)	Satisfactorily analyzed the organizational design of the selected agency's human resource management in relationship to the entire organization. Satisfactorily assessed its strengths and weaknesses. (Title this section Organizational Design)	Thoroughly analyzed the organizational design of the selected agency's human resource management in relationship to the entire organization. Thoroughly assessed its strengths and weaknesses. (Title this section Organizational Design)
3. Assess the agency in terms of its global or international linkages, highlighting its application of theory to its approach to personnel management. (Title this section Global Linkages and Personnel Management) Weight: 15%	Did not submit or incompletely assessed the agency in terms of its global or international linkages, highlighting its application of theory to its approach to personnel management. (Title this section Global Linkages and Personnel Management)	Partially assessed the agency in terms of its global or international linkages, highlighting its application of theory to its approach to personnel management. (Title this section Global Linkages and Personnel Management)	Satisfactorily assessed the agency in terms of its global or international linkages, highlighting its application of theory to its approach to personnel management. (Title this section Global Linkages and Personnel Management)	Thoroughly assessed the agency in terms of its global or international linkages, highlighting its application of theory to its approach to personnel management. (Title this section Global Linkages and Personnel Management)
4. Analyze at least three (3) of the major components of the agency's human resource system's goals and practices regarding the recruitment and hiring of a qualified workforce. (Title this section Personnel Recruitment)	Did not submit or incompletely analyzed at least three (3) of the major components of the agency's human resource system's goals and practices regarding the recruitment and hiring of a qualified workforce. (Title this section Personnel Recruitment)	Partially analyzed at least three (3) of the major components of the agency's human resource system's goals and practices regarding the recruitment and hiring of a qualified workforce. (Title this section Personnel Recruitment)	Satisfactorily analyzed at least three (3) of the major components of the agency's human resource system's goals and practices regarding the recruitment and hiring of a qualified workforce. (Title this section Personnel Recruitment)	Thoroughly analyzed at least three (3) of the major components of the agency's human resource system's goals and practices regarding the recruitment and hiring of a qualified workforce. (Title this section Personnel Recruitment)

and Hiring Practices) Weight: 15%	hiring of a qualified workforce. (Title this section Personnel Recruitment and Hiring Practices)	section Personnel Recruitment and Hiring Practices)	workforce. (Title this section Personnel Recruitment and Hiring Practices)	workforce. (Title this section Personnel Recruitment and Hiring Practices)
5. Evaluate the agency's approach to training and programs provided for new and existing employees for the development of knowledge, skills, and overall competencies, highlighting the strengths and weaknesses. (Title this section Employee Skills Training) Weight: 15%	Did not submit or incompletely evaluated the agency's approach to training and programs provided for new and existing employees for the development of knowledge, skills, and overall competencies, highlighting the strengths and weaknesses. (Title this section Employee Skills Training)	Partially evaluated the agency's approach to training and programs provided for new and existing employees for the development of knowledge, skills, and overall competencies, highlighting the strengths and weaknesses. (Title this section Employee Skills Training)	Satisfactorily evaluated the agency's approach to training and programs provided for new and existing employees for the development of knowledge, skills, and overall competencies, highlighting the strengths and weaknesses. (Title this section Employee Skills Training)	Thoroughly evaluated the agency's approach to training and programs provided for new and existing employees for the development of knowledge, skills, and overall competencies, highlighting the strengths and weaknesses. (Title this section Employee Skills Training)
6. Recommend at least two (2) actions the agency could take to improve in the areas of recruiting and training a qualified workforce. (Title this section Recruiting and Training Recommendations) Weight: 15%	Did not submit or incompletely recommended at least two (2) actions the agency could take to improve in the areas of recruiting and training a qualified workforce. (Title this section Recruiting and Training Recommendations)	Partially recommended at least two (2) actions the agency could take to improve in the areas of recruiting and training a qualified workforce. (Title this section Recruiting and Training Recommendations)	Satisfactorily recommended at least two (2) actions the agency could take to improve in the areas of recruiting and training a qualified workforce. (Title this section Recruiting and Training Recommendations)	Thoroughly recommended at least two (2) actions the agency could take to improve in the areas of recruiting and training a qualified workforce. (Title this section Recruiting and Training Recommendations)
7. 4 references (Include no more than one non-government Website) Weight: 10%	Does not meet the required number of references	Meets the required number of references; some or all references poor quality choices.	Meets number of required references; all references good quality choices.	Exceeds number of required references; all references high quality choices.
8. Clarity, writing mechanics, and formatting requirements Weight: 10%	More than 6 errors present	5-6 errors present	3-4 errors present	0-2 errors present