

UCOP EFFICIENCY REVIEW WORKING GROUP MEMBERSHIP APPLICATION

About the UCOP Efficiency Review Working Group – Year 2:

The UCOP Efficiency Review Working Group is seeking new members to bring renewed enthusiasm and energy to President Janet Napolitano's initiative to boost UCOP's efficiency and responsiveness. We are looking for a small group of engaged, focused, and optimistic but realistic staff to replace the current Working Group. If you'd like a chance to help make UCOP a better, more effective place to work, please fill out and submit the attached application to be considered as a Working Group member.

Anticipated Time Commitment:

Membership is for a one-year term, followed by another year serving in an advisory capacity to the Working Group. The total time commitment is estimated at 8 - 12 hours a month, broken down as follows: Weekly one-hour team meetings, monthly half-hour meetings with the executive sponsor/advisory group, additional time spent vetting and advancing new efficiency ideas and bringing them to implementation.

Anticipated Benefits to Working Group Members:

The Efficiency Review Working Group takes on both robust and simple projects that aim to improve all aspects of the work of those who serve the Office of the President. Membership in this Working Group provides a unique perspective and offers an opportunity to understand the "inner workings" of UCOP, from physical facilities to administrative workflow to technology roadmaps and departmental strategic plans. Working Group members are in a position to vet, advocate for and help implement real, positive changes that can affect all staff at UCOP on a daily basis. Membership in this Working Group provides access to Leadership and requires working across departments, divisions and physical locations to understand issues and explore opportunities.

For more on the Efficiency Review, see: <http://www.ucop.edu/efficiency/index.html>

Eligibility:

UCOP employees who have at least 1 year of service at UCOP and the support of their manager are eligible to submit their application for consideration. UCOP employees who have completed the UCOP-Coro Leadership Collaborative program and the UCOP Leadership Development Program are particularly encouraged to apply, but completion of these programs is not a prerequisite for consideration.

Selection Process:

The current UCOP Efficiency Review Working Group (ER WG) will manage both phases of the selection process. The ER Working Group Executive Sponsor Nathan Brostrom and the President will make the final choices on working group leadership and membership.

Phase 1 – Working Group Leadership: The ER WG will review all submissions for consideration of a single leader or two co-leads and advance recommendation(s) and alternate(s) to the Executive Sponsor and the President.

Phase 2 – Working Group Membership: The ER WG will ask the new Working Group Leadership to collaborate with the existing membership in a full review of all applications, looking to fill some baseline roles (i.e., an IT expert, an HR expert), and then further looking for a balance of perspectives, areas of expertise and skills. The ER WG will review all submissions with the goal of putting together a balanced and effective team and will advance recommendations and alternates to the Executive Sponsor and the President.

Submit this completed form to: efficiency@ucop.edu by Wednesday, October 8, 2014 at 5:00 pm.

All submissions will receive a response by November 1, 2014.

UCOP EFFICIENCY REVIEW WORKING GROUP MEMBERSHIP APPLICATION

Tell us about yourself:

Your Name:

Department/Unit Name:

Division Name:

Years working at UC and UCOP (note if different):

Manager/Supervisor Name:

Interested in Working Group Lead or Co-Lead Role?

Briefly tell us about your interest in this role:

What interests you most about being part of the second year of the Efficiency Review?

What are some of the things you'd like to do to help improve the Efficiency Review?

What skills or perspectives can you bring to the Efficiency Review Working Group beyond what you bring to your current job? (i.e., if you are a Financial Analyst, we will assume you have highly competent financial analysis skills but we may not know that you are also great at facilitating meetings, or that you used to work in a hospital, or that you're working on your green belt in six sigma)