



## ITA Rotation Program

ITA is committed to growing and developing our employees. One component of ITA's Career Development Strategy is the ITA Rotation Program. This employee development program is a competitive, headquarters and field based program that provides headquarters and field employees with short-term developmental opportunities. The purpose of the program is to enhance employees' skill sets, broaden their knowledge and perspectives on ITA's mission, and expose business units to a talented pool of employees who have not experienced particular types of work.

The rotation opportunities are located at ITA Headquarters and U.S. & Foreign Commercial Service Field locations. The rotation assignments vary in length up to 120 days.

The field rotation opportunities are available to all ITA employees. **The headquarters rotation opportunities are open to headquarters employees only.** To learn more about this program and specific eligibility requirements, please review the [rotation program requirements](#).

Below are the current ITA rotation opportunities. Please submit your approved rotation application to the ITA Office of Strategic Resources at: [ITARotation@mail.doc.gov](mailto:ITARotation@mail.doc.gov) by **Friday, September 11, 2009**.

Prior to submitting your application, please speak to and ensure your supervisor approves your participation. In addition, please ensure the appropriate approving official approves your application (based on each business unit) prior to submitting the application. If applying for a field rotation opportunity please ensure funding exists within your unit. The estimated cost for each field rotation opportunity is indicated in each description below. You will be contacted after the deadline to notify you of the next steps (if any).

### **Field Rotation Opportunities:**

[Increase SME Exports through International Development Project Opportunities - Philadelphia USEAC](#)

[Mid-Atlantic Outreach - Charleston, WV](#)

[Northeast Aerospace and Defense Outreach - Durham NH](#)

[Silicon Valley USEAC Staffing Supplementation and Special Project Support - San Jose, CA](#)

[Trade Compliance Outreach - Minneapolis, Minnesota](#)

[Financial Services Industries Sector Field Rotation New York City, NY](#)

[Northeast Tourism Industry Orientation Boston, MA](#)

### **Headquarters Rotation Opportunities:**

[CS CRMU Business & Industry Specialist](#)

[CS East Asia and the Pacific Opportunity](#)

[CS Invest in America Opportunity](#)

[CS National Association of Manufacturers Liaison](#)

[CS ODO DEC Conference Staff](#)

[CS Office of Europe, CEE/Russia/Eurasia](#)

[CS Project Manager and Writer Opportunity](#)

[CS Trade Information Center Opportunity](#)

[CS Western Hemisphere Opportunity](#)

[IA Antidumping or Countervailing Duty Investigation or Review](#)

[IA Subsidies Enforcement Office](#)

[IA Steel Import Monitoring and Analysis \(SIMA\) Office](#)

[MAC Reconstruction and Stabilization Opportunity](#)

[MAS OTTI Analyze and Report on the Travel and Demographic Characteristics of Overseas Visitors](#)

[MAS – OTTI Outreach and Sales Prospect Program](#)

[MAS OTTI Research and Evaluate Policy Positions to Develop a National Tourism Policy](#)

### **Additional Information**

[Frequently Asked Questions](#)

[Rotation Program Requirements](#)



**Employee Information**

[Rotation Application Form](#)



**Host Rotation Supervisor Information**

[Proposal Form](#)

For additional information, you may submit inquiries to the ITA Office of Strategic Resources at:

[ITARotation@mail.doc.gov](mailto:ITARotation@mail.doc.gov) or contact Helen Eliassian on 202-482-2262.

To host a rotation assignment in your office, please contact your Business Unit Resource Coordinator.

#### **ITA Resource Coordinators:**

IA: Robert Goodyear

MAC: Tyler Shields

MAS: Robert Pearson

CS: Roger Drexler

OUS: Rita Steele

OCIO: Donna Jackson

CFO/Admin: Towanda Carey