
Contents

FOREWORD vii

ACKNOWLEDGMENTS xi

Part I. Competencies of a Presidential Appointee

- 1** Leading for Results 7
- 2** Managing Change 20
- 3** Providing Technical Ability 32
- 4** Leading Others 43
- 5** Leading Yourself 62
- 6** Maintaining Global Awareness 76

Part II. The Federal Government

- 7** Summary of the U.S. Constitution 85
- 8** The Legislative Branch 90
- 9** The Executive Branch 107

NOTES 107

INDEX 115