



Career Gateway: Acquisition Program Overview

The Mission

Through an immersive adventure, the Contract Specialist will join the "Mission to Mars" acquisition team to learn and apply critical competencies and maneuver through the acquisition process.

The Outcome

The Contract Specialist will complete critical acquisition tasks to keep the "Mission to Mars" team safe, demonstrate performance objectives, and be ready to take on the complexities of their job!



Program Onboarding

- » Program Kickoff
- » Cohort Meet and Greet
- » Pre-Program Self-Assessment

Phase 1



Contract Foundations

- » Acquisition Phases
- » Acquisition in Supply Chain
- » Contract Attributes and Validity
- » Communication and Documentation
- » Ethics and Standards of Conduct
- » Regulatory Compliance
- » Leadership and Problem-Solving
- » Risk Analysis Basics

Phase 2



Contract Pre-Award

- » Acquisition Team and Stakeholders
- » Needs and Requirements
- » Market Research
- » Contracting Strategy
- » Requesting Offers
- » The Contractor's Perspective

Phase 3



Contract Award

- » Offer Evaluation
- » Evaluating Revised Offers
- » Planning Discussions
- » Selecting a Contractor
- » Responding to Protests

Phase 4



Contract Post-Award

- » Planning Contract Administration
- » Performing Contract and Subcontract Administration
- » Managing Contract Changes
- » Supporting Negotiations
- » Contract Closeout

Program Highlights

- Certified DAU Equivalent
- Peer Connections
- Discussion in Community of Practice
- Professional Skills - Guiding Principles
- Technical Competencies
- Self-assessments and checkpoints with Supervisor
- Office Hours and 1:1 Coaching with Facilitator
- Extended Learning and On-the-Job Training Activities
- Job Aids and Supplemental Resources
- Experiential Mars Mission Challenges



Program Wrap-up

- » Post-Program Self-Assessment
- » Completion of Work Product Portfolio
- » Contract Specialist Competency Review