

National Civil Service League

[National Civil Service League]

# NEED HELP?

ADVICE , THOUGHTS,  
SUGGESTIONS , IDEAS

## TO

► **RESEARCH,**

► **EVALUATE,**

► **PUBLICIZE,**

► **DESIGN,**

**practices and changes  
in your public  
personnel system ? //**

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# *The National Civil Service League may have an answer*

## **BECAUSE:**

- We “invented” the merit system in this country.
- Through the years we have continued to work for the installation and reform of the merit system in *all* jurisdictions.
- We are the leaders of the movement to bring the disadvantaged into public employ and at the same time to help modernize merit systems.

**FOR YOU,** our experience and “know-how” can mean help. The League is the largest nongovernmental group in the nation working exclusively, and with in-depth expertise, on public manpower management problems. Talents and specialities of NCSL staff members include:

- *conference management*
- *personnel recruiting and examination*
- *personnel training and development*
- *personnel management — federal, state and local*
- *public personnel research*
- *position classification*
- *intergovernmental relations*
- *development and maintenance of computerized personnel information retrieval systems*
- *proposal writing*
- *public relations — use of media: television, radio, film, newspaper and magazine*
- *public speaking*



# CURRENT PROGRAMS

Through more than a dozen projects, the NCSL deals directly with 125 public jurisdictions. We offer aid in every aspect of personnel administration, civic representation and organizational skills. Highlights of major programs:

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## ☐ NATIONAL PROGRAM CENTER FOR PUBLIC PERSONNEL MANAGEMENT

A Ford Foundation grant enabled the founding of the League's Washington center to improve local public personnel management. The center serves as an information clearing house, and also offers technical assistance and research at moderate cost. It provides a forum for policy issues, and publishes a monthly "exchange of news" on how jurisdictions are modernizing their personnel systems.

## ☐ PUBLIC EMPLOYMENT AND DISADVANTAGED PROJECT

Through grants and contracts with three federal agencies—Labor, HUD and OEO—League experts help local jurisdictions review their personnel practices, looking into the current validity of their personnel recruiting, testing and training procedures, for example. League representatives draft new personnel structures—and see them adopted—for jurisdictions. League specialists work through direct technical assistance (on-site consultations of days or weeks) and indirect T/A; for example: conferences, distribution of League publications—magazine *Good Government* and Reference File series on "how to do it" on such subjects as job restructuring or job performance testing.

## ☐ MODEL MANPOWER USE PLAN AND SELECTION RESEARCH

Every mayor in the country probably has a list of the numbers and kind of personnel his city needs to meet fully the demands of a modern metropolitan area. In cooperation with the Department of Labor, NCSL is researching the extent of these unmet manpower needs; we will develop model hiring plans.

## ☐ NATIONAL AND LOCAL AWARDS PROGRAMS

The League not only presents the famed Career Service Awards Program—now in its 17th year—for top federal employees, but co-sponsors regional awards programs in 11 jurisdictions around the country, as well. A Ford Foundation grant has enabled the creation and/or development of these programs.

## ☐ STUDY OF CURRENT PUBLIC PERSONNEL PRACTICES

Using data from its survey of 622 state and local public personnel systems, the League has developed a unique report. It covers the organization, programs, policies and major activities of these systems. Follow-up studies are being developed.

## ☐ MODEL PUBLIC PERSONNEL ADMINISTRATION LAW

Jurisdictions around the country have based their personnel laws on the League's various models issued through the years. In November 1970 the League issued a revised model. The advice and comments of hundreds of manpower experts and informed laymen were taken into account in the writing of the current model. To keep the model relevant to the needs of our times, the League recommended revision of measures it had advocated in earlier years.

## ☐ THE LAW OF CIVIL SERVICE

Revision of this important legal reference work is underway. The book is an authoritative review of personnel actions in government, with brief exposition of basic practices and procedures in the administration of merit system laws.

**G**ood government . . . effective government . . . efficient government is vital to the continued strength of the United States.



**O**nly by attracting the best people to government service, by maintaining the most efficient and economical administrative systems, and by developing the highest possible level of citizen interest can we as Americans hope to meet the challenges which face us all.



**S**ince 1881, when national leaders such as Theodore Roosevelt and Carl Schurz organized the NCSL to halt the rampant corruption produced by the patronage system of government appointments, the National Civil Service League has been instrumental in gaining the adoption of merit systems in federal, state, and local governments. Not only that, we have fought for the reform and improvement of these systems. NCSL is the only citizen organization working at every level of government to improve public personnel management.

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***NEED HELP?*** *Call or write the  
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1825 K Street, N.W.  
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(202) 833-1450*

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