



September 7, 2022

OFFICERS  
HUMAN RESOURCES MANAGERS  
DISTRICT MANAGERS

SUBJECT: Combined Federal Campaign Managers' Selection and Responsibilities

The Postal Service is requesting the names of candidates to serve as campaign managers for the 2022 Combined Federal Campaign (CFC).

Overseen by the Office of Personnel Management, the CFC is the official workplace giving campaign for federal employees and retirees. This year, the CFC celebrates its 61<sup>st</sup> anniversary. Since its inception, the campaign has raised more than \$8.6 billion for charities and people in need.

Campaign managers' responsibilities include recruiting coordinators, tracking progress toward agency goals. They also serve as a liaison between leadership, the loaned executive, and CFC staff. In addition, they lead their local campaign committee, coordinating daily activities, and briefing leadership.

While there are no official requirements for the role, the ideal candidate is organized, detail-oriented, enthusiastic about the mission and able to communicate that enthusiasm to colleagues.

Each region, division, and district manager should select a campaign manager and send that person's name to [CFC USPS HQ](#) no later than September 9. The campaign manager will be responsible for recruiting keyworkers by September 15 and tracking progress throughout the campaign season. Once employees are selected, they will attend scheduled online orientation and training sessions throughout the month of September.

Headquarters Officers will receive further instructions from Jenny Utterback, Vice President, Organization Development, USPS Vice-Chairperson.

Thank you all for your continued support of the CFC. If you have any questions, please contact me at 202-268-3666.

A handwritten signature in black ink, appearing to read "Joseph R. Bruce".

Joseph R. Bruce

Senior Director, National Human Resources