



# Hiring Reform: Outreach/Recruitment Options Training





# Topics

- Student Programs
- Presidential Management Fellows (PMF)
- Veterans Recruitment Appointment (VRA)
- 30% or More Disabled Veterans Program
- Operation Warfighter Program
- Schedule A
- Workforce Recruitment Program



# Attracting a World-Class Workforce

- Identify different recruitment sources
- Discover the value and efficiencies of different recruitment sources
- Learn how to manage university and professional organizational relationships
- Access a myriad of references on finding talent



# Student Programs

## Student Career Experience Program (SCEP)

- Work experience must be related to academic degree
- Approved work-study agreement/schedule totaling a minimum of 640 career-related work experience hours
- Work schedule may be full-time or part-time
- Upon graduation and completion of program requirements, may non-competitively convert student to permanent appointment



# Student Programs

## Student Career Experience Program (SCEP)

- Non-competitive conversions must take place within 120 days after completion of educational requirement
- SCEP students eligible for conversion may be converted to a position that has an established career ladder.

Example: a SCEP Budget Analyst Trainee may be noncompetitively converted to a GS-0560-5/7 Budget Analyst career ladder position.



# Student Programs

## Student Temporary Employment Program (STEP)

- 1 year or less temporary appointment in excepted service
- Work experience does not have to be related to degree
- Work schedule may be Full-time, Part-time, or Intermittent



# Student Programs

## Student Volunteer Program (SVP)

- Non-paid, non-Federal position intended to provide educational work experience
- Volunteer Service Agreement required between student, school and organization
- Minimum age of 14 required



# Presidential Management Fellows Program

- Fellows selected by OPM
- Bureaus pay an appointment fee to cover recruitment costs
- PMF finalists can be hired immediately
- 2-year appointment
- Appointments at GS-09, 11 or 12 or equivalent
- Must be non-competitively converted to a permanent position after successful completion of the program



# Presidential Management Fellows (PMF) Program

- Hiring officials given access to the PMF Projected Positions System (PPS)
- Fellows must adhere to all program requirements
  - Receive an Individual Development Plan (within 90 days of appointment)
  - Complete 80 hours of formal training each year
  - Attend the OPM and DOC orientation sessions
  - Participate in a 4 to 6 month developmental assignment
  - Receive annual performance plans and reviews in accordance with Title 5 CFR 430



# Student Programs

- *Post Secondary Grants Internship Program*
  - Offers internships to undergraduate and graduate students
  - Internship selections are made from a pool of high potential college students through DOC's program partners
- *National Academy of Finance Intern Program*
  - Provides opportunity for talented area high school students to obtain hands-on experience in finance and accounting related fields
  - Offered in the summer between the students' junior and senior years



# Persons with Disabilities and Veteran Recruitment Sources

- Can be hired non-competitively
- They are a major untapped source of qualified candidates
- Agencies may utilize the Computer/Electronic Accommodations Program which provides free assistive technology and services, increasing employment opportunities and access to the information technology environment in the United States



# Veterans Recruitment Appointment (VRA)

- Not required to post a vacancy
- 2-year trial period
- Establish a training or education program if an individual has less than 15 years of education
- VRAs are in the excepted service
- May be promoted, demoted, reassigned, or transferred in the same way as a career employee



# Veterans Recruitment Appointment (VRA)

- After 2 years of substantially continuous service under a VRA appointment, provided the selected applicant's performance has been satisfactory, the appointment must be converted to a competitive career-conditional appointment within 30 days.
- Eligible for the Federal Employees Health Benefits and Federal Employees Group Life Insurance Program
- Covered under Federal Employment Retirement System



# 30% or More Disabled Veterans Program

- Not required to post a vacancy
- Placed on a noncompetitive term or temporary appointments of more than 60 days
- May be non-competitively converted to a permanent appointment at any time during the appointment if certified that veteran is successful in the position



# 30% or More Disabled Veterans Program

- Eligible for Federal Employees Health Benefits and Federal Employees Group Life Insurance Program (Statement is only applicable when the appointments are intended to afford eligibility for conversion in accordance with Sec. 315.707 of this chapter and section 3112 of title 5, United States Code)
- Covered under *Federal Employment Retirement System or Civil Service Retirement System* (Statement is only applicable when the appointments are intended to afford eligibility for conversion in accordance with Sec. 315.707 of this chapter and section 3112 of title 5, United States Code)



# Operation Warfighter Program

- Allows wounded military personnel undergoing medical treatment at Walter Reed Army Medical Center to be matched to opportunities that utilize both their military and non-military skills
- Assignments are up to 90 days
- No FTE required
- Salaries are paid by Department of Defense (DoD)



# Schedule A

- Excepted service appointment for Individuals with Disabilities
- Permanent, temporary or term appointment
- Must be able to perform essential duties of the job
- May be converted to a career or career-conditional appointment



# Workforce Recruitment Program

- Provides work experience for college students with disabilities through summer or permanent jobs
- May be non-competitively appointed to career positions
- Department of Labor prescreens applicants for Federal and private sector
- FTE required



**Thank You!**

