Hiring Students and Recent Graduates

Presented By: Valerie Gill, Office of Human Resources
The Pathways Program

- Executive Order 13562: Recruiting and Hiring Students and Recent Graduates = Launches July 10, 2012
- Established to offer a clear and accessible pathway to public service
- Programs tailored to recruit, hire, develop, and retain students and recent graduates
- Guided by an MOU between HHS and OPM
- Employment opportunities must be posted on USAJobs.gov
- Increased oversight and reporting requirements
Pathways Program Components

- Internship
- Recent Graduates
- Presidential Management Fellows
Highlights: Internship Program

Eligibility
• Enrolled in high school, college, professional, technical, vocational, and trade school; or certificate program lasting at least one year
• Position doesn’t have to be related to the academic career goals or field of study
• Appoint at any grade level, depending on qualifications

Program Administration
• Temporary (1 year or less) or indefinite (more than 1 year) excepted service appointments
• Pathways Agreement required

Program Completion
• Non-competitive conversion within 120 days of successful completion of program requirements
• Option to waive 320 of the required 640 hours for Interns who demonstrate high potential

Current Students = Convert or Separate
Highlights: Recent Graduates Program

Eligibility

• Targets recent graduates (within 2 years of graduation)
• Military service extends eligibility window up to 6 years
• Appoint up to GS-9 (STEM GS-11 w/PhD) (Scientific and Professional Research positions GS-11 w/Masters GS-12 w/PhD)

Program Administration

• 1 year excepted service appointment
• Pathways Agreement required

Training and Development

• Mandatory Orientation, IDP within 45 days, Mentor assigned within 90 days
• Must have at least 40 hours of formal, interactive or on-the-job training per year

Program Completion

• Non-competitive conversion within 120 days of successful completion of program requirements
Highlights: Presidential Management Fellows

Eligibility
- Individuals who are completing, or have completed an advanced degree within the past two years
- Individuals can self nominate

Program Administration
- The PMF Program is centrally administered by the PMF Program Office within OPM
- Recruitment timeframe more closely aligns with academic cycle
- OPM fee per hire - $7,000

Training and Development
- Mandatory Orientation, IDP within 45 days, Mentor at leadership level assigned within 90 days
- At least 80 hours of formal, interactive training per year (160 hours total), Rotation of 4-6 month duration

After Program Completion
- Non-competitive conversion within 120 days of successful completing the program
Pathways at NIH

Benefits of Pathways
• Provides hiring managers additional, expedited recruitment flexibilities
• Allows entry level positions to be filled with students/graduates who may not have any work experience
• Allows for non-competitive conversion with any degree
• Creates a talent pipeline and supports succession planning

OHR’s Role
• Promote NIH as an employer of choice at premier academic institutions and establish relationships with faculty and career placement staff at local universities
• Announce employment opportunities and provide managers with qualified candidates
• Provide OPM an annual recruitment plan and other required information/certifications

IC’s Role
• Provide OHR your recruitment requirements
• Identify mentors, develop IDP, provide training and rotational opportunities
• Certify that program requirements will be met (mentors, IDPs and required training)

NIH guidance will be provided after HHS releases the Pathways policy