



OFFICE *of* HUMAN RESOURCES



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