Recent Graduates Program

The Recent Graduates Program affords developmental experiences in the Federal Government intended to promote possible careers in the civil service to individuals who have recently graduated from qualifying educational institutions or programs. To be eligible, applicants must apply within two years of degree or certificate completion (except for veterans precluded from doing so due to their military service obligation, who have up to six years after degree completion to apply). Successful applicants are placed in a dynamic, developmental program with the potential to lead to a civil service career in the Federal Government. The program lasts for 1 year (unless the training requirements of the position warrant a longer and more structured training program). Here are some key provisions of the Recent Graduates Program.

Eligibility

- Recent graduates who have completed, within the previous two years, a qualifying associate, bachelors, masters, professional, doctorate, vocational or technical degree or certificate from a qualifying educational institution.
- Veterans unable to apply within two years of receiving their degree, due to military service obligation, have as much as six years after degree completion to apply.
Program Administration
• The Recent Graduates Program is administered primarily by each hiring agency.
• Each agency must sign a Participant Agreement with the Recent Graduate that sets forth the expectations for the program.
• Agencies provide OPM with information regarding their opportunities. Recent Graduate opportunities are publicly announced on USAJOBS.

Training and Development
• Mentorship throughout the program.
• Individual Development Plan to create and track Recent Graduates' career planning, professional development, and training activities.
• Provided 40 hours of formal, interactive training.
• Positions offer opportunity for career advancement.

After Program Completion
• Recent Graduates may be converted to a permanent a term appointment lasting 1-4 years.
• To be eligible for conversion, Recent Graduates must have:
  1) Successfully completed at least 1-year of continuous service in addition to all requirements of the Program.
  2) Demonstrated successful job performance.
  3) Met the qualifications for the position to which the Recent Graduate will be converted.

To Obtain More Information
• Program Website:
  ◦ https://www.opm.gov/policy-data-oversight/hiring-information/students-recent-graduates/#intern=&url=intern
• FEMA Pathways Program Office:
  ◦ FEMA-Pathways@fema.dhs.gov
Pathways Internship Program

The Internship Program is designed to provide students enrolled in a wide variety of educational institutions, from high school to graduate level, with opportunities to work in agencies and explore Federal careers while still in school and while getting paid for the work performed. Students who successfully complete the program may be eligible for conversion to a permanent job in the civil service. Here are some key provisions of the Internship Program.

Eligibility

- Current students in an accredited high school, college (including 4-year colleges/universities, community colleges, and junior colleges); professional, technical, vocational, and trade school; advanced degree programs; or others.

Program Administration

- The Internship Program is primarily administered by each hiring agency.
- Agencies may hire Interns on a temporary basis for up to one year for an initial period, or for an indefinite period, to complete the educational requirement.
- Interns may work either part- or full-time.
- Each agency must sign a Participant Agreement with
the Intern that sets forth the expectations for the internship.

- Intern's job will be related to the Intern's academic career goals or field of study.
- Agencies provide OPM with information regarding their internship opportunities. Internship opportunities are announce on USAJOBS.

Program Completion and Conversion

- Interns may be converted to a permanent position (or, in some limited circumstances, to a term position lasting 1-4 years) within 120 days of successful completion of their education program.
- To be eligible for conversion, Interns must:
  1) Complete at least 640 hours of work experience acquired through the Internship Program
  2) Complete their degree or certificate requirements
  3) Meet the qualification standards for the position to which the Intern will be converted
  4) Meet agency-specific requirements as specified in the Participant's Agreement, and
  5) Perform their job successfully.

To Obtain More Information

- Program Website:
  - https://www.opm.gov/policy-data-oversight/hiring-information/students-recent-graduates/#intern=&url=intern
- FEMA Pathways Program Office:
  - FEMA-Pathways@fema.dhs.gov
Eligibility

• Available to current students in an accredited high school, college (including 4-year colleges/universities, community colleges, and junior colleges); professional, technical, vocational, and trade school; advanced degree programs; or other qualifying educational institution pursuing a qualifying degree or certificate.

• U.S. Citizenship is required. The individual must be at least 16 years old.

• Student volunteers must be in good academic standing and maintain a minimum of 2.0 cumulative GPA for high school and undergraduate students and 3.0 cumulative GPA for graduate students throughout the volunteer period.

• Student volunteers may work either part-time or full-time; student volunteers are not paid.

• Volunteer positions last up to 120 days, with the possibility to extend.

Student Volunteer Program

The Student Volunteer Program provides students with opportunities to complete volunteer service at FEMA for up to 120 days in a position directly related to their academic field of study or career interest. Students may receive educational credit for their internship.

Join Our Mission as a Volunteer!

To Request a Student Volunteer Opportunity

• Provide a current resume

• Unofficial transcripts showing enrollment and GPA

• Cover Letter, which has the following information
  - Brief Biography [1 paragraph]
  - Current Degree type and area of study
  - Career Goals or path exploring
  - Why you want to volunteer
  - Location [City & State] where you want to volunteer

• Email above to FEMA-Pathways@fema.dhs.gov with subject line “Request for Student Volunteer Opportunity”
To Request a Student Volunteer Opportunity

• Provide a current resume
• Unofficial transcripts showing enrollment and GPA
• Cover Letter, which has the following information
  ◦ Brief Biography [1 paragraph]
  ◦ Current Degree type and area of study
  ◦ Career Goals or path exploring
  ◦ Why you want to volunteer
  ◦ Location [City & State] where you want to volunteer
• Email above to FEMA-Pathways@fema.dhs.gov with subject line “Request for Student Volunteer Opportunity”

Additional Information

• Student Volunteers will be required to complete an agreement, which the school will endorse.
• Student Volunteers must pass a limited background check.
• The Pathways Program Coordinator will attempt to place students in the career field or academic field of choice.
• On occasion, Student Volunteer opportunities are posted on USAJOBS.