THE WORKFORCE RECRUITMENT PROGRAM:
EMPLOYER WEBINAR

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Webinar Agenda

- Overview of the WRP
- Strategies for utilizing WRP
- How to use the WRP.gov website
- Success stories & next steps
- Q&A
Workforce Recruitment Program for College Students with Disabilities

- Managed jointly by the Department of Labor and Department of Defense
- Recruitment and referral program
- Connects Federal employers with highly motivated college students, graduate students, and recent graduates with disabilities who are eager to demonstrate their abilities and potential in the workplace
What Does WRP Offer Employers?

- Database of college students and recent graduates with disabilities looking for summer/temporary and permanent jobs
- All candidates are Schedule A eligible
- Candidates are available nationwide and in a wide variety of career fields
- Direct access to candidate information year-round via website, with new student data posted annually each December
- Support from CAP for interns ([www.cap.mil](http://www.cap.mil))
How It Works

- Students and recent graduates apply online
- College Disability Services Office/Career Center confirms and helps find and prepare candidates
- Trained volunteer recruiters from federal agencies remotely interview candidates in Oct-Nov timeframe
- Candidate information is entered into database; candidates can update resumes year-round
- Database is opened to all agencies nationwide in early December and is active for one year
How Can WRP Work For You?

- Increase your talent pool and the diversity in your workplace by hiring qualified candidates with disabilities!
- Fill a wide range of positions
  - Undergrad, graduate, and recent grads
  - STEM, business, law, etc.
- Contribute to your agency’s future
2020 Database Statistics

- More than 1,860 students from 325 accredited colleges and universities
  - 199 Veterans
  - 377 IT-based Majors
  - 167 Engineers
  - 129 Health Care Professionals
  - 96 Accountants
  - 394 Graduate Students
  - 31 Doctoral Candidates
  - 54 MBAs
  - 58 Law School Students
Strategies

- Engage agency management and leadership

- Establish a regular outreach strategy using existing resources (newsletters, web pages, press releases, etc.)

- Develop and utilize central funding for WRP hires in keeping with your agency’s strategy for other summer student programs
  - Defense, State, and FDIC have central funding

- Communicate success stories throughout the agency!
Strategies, cont.

- Incorporate the WRP into your agency’s current recruiting and hiring strategies
- Seek out managers who would benefit from staff support in the summer or those who you know will be filling permanent positions
- Concentrate on mission-critical areas for both summer and permanent positions
- Interview candidates before hiring them – a good match is vital to success
Schedule A Hiring Authority

- Schedule A is a hiring authority specifically utilized to bring on individuals with disabilities into Federal Government positions.
- Positions where you are utilizing Schedule A do not need to be publically posted, though they can be.
- Once an eligible candidate is identified, follow the Schedule A regulations (5 CFR 213.3102(u) and provision in 5 CRF part 302).
- You may utilize other hiring authorities to bring candidates on to your agency, including veterans preference and Pathways (Schedule D).
- For more information: https://www.eeoc.gov/eeoc/initiatives/lead/abcs_of_schedule_a.cfm
How to use Schedule A with WRP

- When managers have an open position or internship opportunity, any federal employee can search the WRP.gov website for Schedule A eligible candidates.
- Managers should know what competencies and qualifications the ideal candidate should possess and think critically about the essential functions of the position.
- Conducting searches on WRP.gov can be done by:
  - Hiring manager
  - Other staff/federal employee
  - Human Resources staff or the Selective Placement Coordinator (SPC) or Disability Program Manager (DPM)
How to Hire a WRP Candidate

- Before you begin the interview or hiring process, ensure you are following your agency’s procedures.

- Employers or staff can reach out to WRP candidates directly by email or phone to schedule an interview.

- When prepared to make a job offer, coordinate with your agency’s Human Resources.

- Each agency is responsible for the hiring process and salary, just like any other hire.

- Please report any WRP candidates who have been hired using the WRP website or by email at wrp@dol.gov.
How Federal Employers Use WRP

- Anyone with a Federal email address can register for an account with WRP and search the database
- Searchable by degree, major, job focus, location preference, keywords, and technical skills.
- Easily save candidate resumes for later viewing and report hires on the website.
- Register at [www.wrp.gov](http://www.wrp.gov) by clicking the Employer Registration button
New WRP Website!

The WRP Website platform has been updated with a new look and enhanced functionality for users.

Recommended browsers: Google Chrome and Firefox
Make sure to read the information on the homepage/dashboard for employers. For step by step instructions, download the *WRP Website User Guide for Employers* under the “Knowledge” section.
Please fill out one or more fields below to filter the search results for Student Applications.

- Student
- School Attended: -- None --
- Academic Major Keyword
- Job Preferences List
- Expected or Actual Graduation Date
- When: -- None --
- Veteran Status: None / All
- Interest in Service: -- None --
- Security Clearance: -- None --
- Interview Notes Keyword
- Technical Skills Keyword
- Location Preference
- Employment Type: All
- Home City
- Home State: -- None --
- Home Zip Code
After searching for candidates, employers can click into a student’s application and click “select student” to save the student’s information.

These are added to Student Hiring Management page.

Go to this page to see saved/selected students and to report information.
Reporting a WRP Hire

- Go to Student Hiring Management page
- Change the hiring status to “Offer Accepted”
- Complete all fields in the “Hire Information” section and submit!
WRP Success Story – Sara Fernandez

- Graduate of University of Pittsburg School of Law
- Interned with the National Council on Disability
- Transitioned to full time employment at the EEOC
- Currently an Equal Employment Opportunity Specialist at DHS
WRP Success Story – Vivian d’Alelio

- Masters from University of Maryland
- Participated in WRP four times
- Interned at the Washington Headquarters Service
- Transitioned to full time employment at the Defense Logistics Agency in their multimedia office
College Recruitment

- If you have suggestions of colleges or universities that you would like to see participate, please email us or have college staff email wrp@dol.gov to be put on the distribution list for registration in April.
30th anniversary celebration of the Americans with Disabilities Act

Theme: Increasing Access and Opportunity #ADA30

Please visit ODEP’s website at Dol.gov/odep/topics/ADA.htm
- The site will feature: calendar of important events; thirty year timeline; how to celebrate #ADA 30 guide; and more to come!

If you would like to have WRP present, train staff, or participate in your ADA 30 celebration, please email wrp@dol.gov!
Questions?

Website: www.wrp.gov
Email: wrp@dol.gov

If you have DoD specific questions, please contact osd.wrp@mail.mil
For information on CAP, please go to https://cap.mil/

We are always available to answer any questions you may have!