

HUMAN RESOURCES DIVISION

NSWCDD

Student Programs Overview

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Dahlgren

Keeping America's Navy #1 In the World

Student Programs

- STEM Student Employment Program (SSEP) – New in FY18
- Pathways
- Naval Research Enterprise Intern Program (NREIP)
- Science and Engineering Apprenticeship Program (SEAP)
- Science, Mathematics, And Research for Transformation Defense Scholarship for Service (SMART)
- Navy's Acquisition Development Program (NADP)
- STEM Scholars

STEM Student Employment Program (SSEP)

(New in FY18)

- Direct Hire Authority (DHA) for Student Employment – Science and Engineering disciplines only
- Will not have Pathways announcements for S&E opportunities
- Resumes collected at job fairs and other sources will be shared with hiring managers for consideration – will be housed in Recruitmax
- Veteran's Preference is not enforced
- For additional information on SSEP – NSWCDD Internal Operating Procedures (IOP): <https://navsea.navy.deps.mil/sites/wc-nswcdd/HR/staffing/students/SitePages/Home.aspx>

SSEP Overview

Program Goals

- Create a direct route for future employment after graduation

Sponsored by NSWCDD

- Departments fund labor costs of their Interns, HR funds financial aid

Key players in the departments (decision makers)

- Hiring managers

Highlights

- Open to students seeking an undergraduate and graduate degree's
- Provides an opportunity to gain work experience directly related to an academic field of study
- Allows for a flexible work schedule, may work, part-time or full-time
- Eligible for tuition assistance (50% tuition only and \$400 book allowance per semester)
- Eligible for all benefits (Annual Leave, Sick Leave, Retirement, Life and Health)
- Eligible for travel expenses between the duty station and school (reimburse mileage)
- Excellent tool to achieve a diverse workforce
- Provides an opportunity to create a pipeline to our future workforce
- Interns placed on LWOP prior to the end of current FY do not count against your department end-strength until they graduate
- Eligible for non-competitive conversion to a full-time permanent position upon completion of degree and satisfactory completion of all program requirements
- May continue their education without re-applying

SSEP Requirements

Qualifying Requirements

- Must be a US citizen
- Be at least 18 years of age
- Must be in a degree-seeking student pursuing an Associate, Bachelor's or Graduate level degree
- For all engineering majors, must be enrolled at a college or university accredited by the Accreditation Board for Engineering and Technology (ABET)
- Must be taking at least a half-time academic course load as defined by the school in which you attend
- Overall GPA of a 3.0 or better is encouraged when considering a student for a position at the Dahlgren Division. However, the NAVSEA, Warfare Centers IOP states a candidate with an overall GPA of 2.5 is eligible for SSEP. A manager MAY consider a student with below the minimum NSWCDD overall GPA of 3.0 that brings a special skill set to the organization with written justification by the supervisor and department office approval.

Program Requirements

- Must be able to meet the 640 hours (16 weeks) work requirement prior to graduation
- Must remain in a STEM course of study at an institution of higher education for the duration of the program
- Students seeking an associate's degree, academic criteria must be transferable to a four-year college or university, and student must intend upon completion of the associate's degree to transfer to a four-year college or university to pursue a bachelor's degree

SSEP Requirements

Work Requirement Waiver

Students may be evaluated, and be considered for a grant for up to one half (320 hours) of the work requirement if the student is unable to meet the minimum work requirement for the program.

- Previous formal internship
- Superior academic achievement (i.e. 3.5 overall GPA or better)
- Prior military service

Continued Service Agreement

Student accepting tuition assistance must sign the Division's Continued Service Agreement and agree to continue in service for a period equal to the length of the training for which tuition was received

Process for Reviewing Applicants/Selecting Interns for SSEP

- Each department will identify where student allocations will be placed and identify selecting officials
- Departments will be notified as new applicants are available for review in Recruitmax.
- Departments will interview candidates (phone interviews only).
- Departments will make selections (can make primary and multiple alternate selections).
- Ranking selections will be coordinated by department 03's and sent bi-weekly to HR
 - Suggested start Friday, 9/22
- Key for managers to check student availability in Recruitmax
 - HR will archive as soon as at least one department expressed interest in a student
 - In cases where multiple managers select the same student, HR will contact students for their preference.
- PA and 52 should come over in PA tool; same as we do now for STRL DHA hires; as soon as HR emails department student's final decision
 - Goal is for HR to have selections finalized by Wednesday the following week.

How to Apply for SSEP

- Applications are accepted year round
- Resumes and transcripts should be sent to DLGR_NSWC_Jobinfo@navy.mil