

Disability Report (FEORP)

Special Employment Program (SEP) Activities for persons with a targeted disability (PWTD) and Veteran's hiring in FY-2016

HUD's Office of Special Employment Programs (SEP) Participated in 17 recruitment events in FY 2016, providing information on the Schedule A and veterans program to attract well qualified candidates. SEP hosting hiring tables and provided information on current and future positions within the department. SEP addressed questions and collecting application to take back to perspective hiring managers.

HUD has also pushed hiring initiative and targeted high goals with utilizing recruitment resources such as the Pathway Program and the Peace Corps program among others. As a result, HUD brought in over 142,000 job applications by the end of the fiscal year. Of those applications, over 19,000 were submitted by veterans, 36,225 were from minorities, and 3, 205 from candidates with disabilities.

HUD's SEP Selective Placement Coordinator has collaborated frequently with Gallaudet University to ensure a smooth transition to partnership. SEP is reviewing a contract to conduct a hiring booth at the Universities next hiring fair.

SEP has collaborated with several agencies, i.e. Education, Ag, State, GSA, VA etc. conducting detailed benchmarking and comparing SOP's, policies, and improving resources to ensure we are moving forward to increase special employment hiring.

SEP conducts Hiring Manager training quarterly for HUD program offices on a regular and routing basis. This included headquarter and field manager/supervisors. Agenda includes information session on traditional and special hiring.

OCHCO reviews and if necessary adjust the plan for promoting employment opportunities for PWTD's, including training, using centralized funds to provide reasonable accommodations, increasing access to technology, and ensuring accessible workspaces.

The Department continued its strategy of analyzing HUD's Program Offices hiring plans and creating non-competitive certificates to include PWTD candidates for selecting officials to review prior to initiating a competitive announcement (information provided by Bureau of Fiscal Services (BFS)). Qualified candidates on hiring plans were extracted from sources that included the Department of Labor Workforce Recruitment Database; internal database from applicants submitting their applications for consideration for employment opportunities within HUD; and contractors that were currently working in various program offices seeking permanent positions in the Federal government. The Department also analyzed its current workforce of disabled

veterans with a Veteran Administration disability rating of 30 percent or more and participant's in the Pathway Program who could also qualify under its hiring plans.

The Department continued its practice of having representatives from the Department's Affinity Groups at new employee orientations. The OCHCO reports, over 3,200 disabled candidates applied for positions through USA Jobs, and 9 (1.4 percent of total hires) were hired through competitive procedures.

HUD continues to analyzing its Hiring Plans with the Agency Selective Placement Coordinator (SPC) and Veterans Manager to ensure that HUD is using the best methods to attract and retain PWTD/veterans.

HUD continues to have Representatives from AHED play an integral role in the new employee orientation. The representatives greet new hires and provide information concerning their program. In addition, new employees are provided information from the Agency Selective Placement Coordinator, Reasonable Accommodation Manager, and Veteran Employment Manager, etc. during their new employee orientation.