

**Animal and Plant Health Inspection Service
Disabled Veterans Affirmative Action Plan (DVAAP)
FY 2018**

As part of the U.S. Department of Agriculture's Diversity and Inclusion Initiative, the Animal and Plant Health Inspection Service (APHIS) is strongly committed to promoting diversity and recruiting a top-notch workforce. Our FY 2018 DVAAP is designed to increase the number disabled veterans in APHIS' workforce. The plan is accomplished through increased outreach and focused recruitment activities.

The employment of Veterans/Disabled Veterans will continue to be an APHIS top priority in FY 2018. The Human Resources Division (HRD) and Office of Civil Rights, Diversity, and Inclusion (OCRDI) will partner with hiring managers to facilitate the accomplishment of the following goals:

- Ensure employment opportunity flyers are distributed at the various Transition Assistance Programs (TAP) given by the different branches of military service for those veterans (including disabled) leaving the service and looking for employment.
- Reestablish APHIS' Recruiting Advisory Committees to ensure an ongoing dialog to promote veteran hiring and identify events to present APHIS as the employer of choice for veterans.
- Use social media such as MilitaryConnection.com to reach veterans and their family members to make them aware of APHIS employment opportunities.
- Continue ongoing education and information campaigns to APHIS hiring managers to publicize the two special veterans appointing authorities (Veterans Recruitment Appointment and noncompetitive or direct appointment of a 30% or more disabled veteran).
- Use special hiring authorities, job development, and mentoring programs for veterans.
- Update and maintain contacts with vocational rehabilitation offices, state employment offices, veterans' organizations, colleges/universities, veteran-targeted career fairs, and other facilities to obtain applications from disabled veterans.
- Coordinate outreach activities when vacancies occur, particularly those amenable to external recruitment.
- Educate and emphasize the importance of recruiting disabled veterans to management staff and hiring officials when advising them of best hiring practices.
- Provide recruiters and Special Emphasis Program Managers with training and the necessary tools to achieve recruitment goals and function effectively at career fairs and annual conferences aimed specifically at hiring disabled veterans.
- Provide agency sponsored programs/workshops designed to educate managers, supervisors and human resources managers on ways to use the Schedule A hiring authority to recruit and hire talented individuals with disabilities.
- Partner with employees who are veterans with disabilities to participate in recruitment, outreach, and other employment programs, as consultants, role models, and as recruitment/outreach personnel.
- Make reasonable accommodations and Work Life Wellness (WLW) information available to disabled veteran applicants during the recruitment process. Through WLW, veterans have access to a number of services, including an agency-paid benefit which offers counseling.
- Provide information and referrals to assist military families facing military deployment or those eagerly awaiting the return of family members. The WLW committees will

continue to provide presentations by veterans and military personnel to help educate non-veterans on the needs of veterans returning to the civilian workplace.

- Partner with National Institute for the Severely Handicapped (NISH) Affiliated Community Rehabilitation Programs to provide a more grassroots approach to the mission area's outreach/recruitment efforts.
- Maintain continuous communication and collaboration with the Department of Veterans Affairs (VA), and strengthening relationships with the VA's Vocational Rehabilitation and Employment State Offices, Wounded Warrior Project, Operation Warfighter, and other veteran-focused activities.
- Continue to attend Hiring Our Heroes Veterans Fairs throughout the country.
- Host another *Benefits of Hiring Veterans Workshop for Managers, Supervisors, and Employees*.

Additionally, representatives from HRD and/or OCRDI plan to attend the following recruitment and outreach events or partner with organizations to further our outreach capabilities for recruiting veterans:

- *Ft. Meade Veterans Job Fair, Club Meade, November 15, 2017*
- *Student Veterans of America (SVA) National Conference, JW Marriott San Antonio Hill Country Resort & Spa, January 4-6, 2018*
- *Transition Assistance Program – flyers distributed monthly at various military installations as part of the transition course requirement for active duty personnel. October 2017 – September 2018*