



U.S. Department of Veterans Affairs

Office of the Chief Human Capital Officer

VA Central Office
Washington, DC

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OFFICE OF THE CHIEF HUMAN CAPITAL OFFICER (OCHCO) BULLETIN

SUBJECT: Department of Defense (DoD), Military Spouse Employment Program (MSEP)
Federal Employer Concierge Service

This OCHCO Bulletin informs the Department of Veterans Affairs (VA) Human Resources (HR) Offices of the Federal Employer Concierge Service, a new initiative developed by DoD MSEP to strengthen the connection between military spouses and Federal employment opportunities offered by VA. This service is an extension of MSEP's current recruitment methods that VA can leverage to highlight and promote certain occupations to military spouses using its Job Search Navigator Service. We would love to have the support and participation of VA HR Office staff across the enterprise. Here are a few great ways you can help with this initiative.

- Identify jobs (announcements open for a minimum of 2 weeks) to promote employment opportunities to military spouses. Submit your available jobs/employment opportunities to the VA Veterans Employment Program (VEP) at vesovets@va.gov.
 - Employment opportunities of interest may include professional services, business and finance, program management, benefits and cemetery administration, health care, customer service and information technology.
Note: This list is not exhaustive.
- VEP is ready and willing to assist, and military spouses are also encouraged to submit their resumes directly to VEP via email for feedback.
 - No exchange of personally identifiable information (PII) is requested, rather, a commitment to communicate if military spouse applicants available for jobs at VA represented a qualified pool, and if not, why?
 - This will inform how VA supports military spouse applicants, moving forward.

VEP will share VA's available jobs/employment opportunities with the MSEP Specialist, who will review and promote these opportunities through its concierge service to qualified military spouses and encourage them to apply.

OCHCO Bulletin Military Spouse Employment Program (MSEP) Federal Employer Concierge Service (cont.)

If there are spouse hires, VEP will report the hires based on VA's monthly hiring data through the MSEP Partner Portal.

Please feel free to direct questions concerning this Bulletin to the OCHCO Recruitment and Placement Policy Service/VEP at vesovets@va.gov.

Issued by: VA/OCHCO/Recruitment and Placement Policy Service