

HIRING AND RECRUITMENT OF INDIVIDUALS WITH DISABILITIES

Office of the
Chief Accessibility Coordinator
2008

W&I Hiring and Recruitment Initiative

- Wage and Investment is committed to increasing the number of individuals with disabilities into our workforce.
- As part of this commitment, the W&I Equal Employment Opportunity and Diversity (EEOD) office developed and proposed a “Strategic Plan on Increasing Participation of Persons with Targeted Disabilities” to the W&I Commissioner and Deputy Commissioner.

W&I Hiring and Recruitment Initiative

- W&I implemented a multi-year initiative to increase the hiring of persons with targeted disabilities within the Division, starting in FY 2008.
- This initiative consists of three major goals: Effective Recruitment; Improve Retention Rates; and Develop and Promote Advancement Opportunities.

W&I Hiring and Recruitment Initiative

- In August and September 2007, Members of the W&I Recruitment Team discuss implementation of the first phase of the multi-year initiative.
- As a baseline, the team reviewed statistics on:
 - Total number of IRS employees with disabilities.
 - Distribution of employees with disabilities among Accounts Management, Compliance, and Submission Processing.
 - Hiring frequencies of individuals with disabilities over the past 3 years.
 - Types of positions occupied by employees with disabilities in the campuses and remote locations.

Hiring Goals

- Beginning in FY 2008, IRS submitted hiring goals for individuals with targeted disabilities for the next five years to the Department of the Treasury.
- Deputy Commissioner Byrd held a meeting with the Directors of CAS, Compliance, and Care to establish hiring goals.
- W&I has committed to hiring 94 individuals with targeted disabilities. Accounts Management committed to hiring 27 individuals with disabilities.

Office of the CAC

- The Office of the Chief Accessibility Coordinator working collaboratively with W&I EEO and Diversity Office, will proactively address effective recruitment and hiring strategies, eliminate barriers that prevent effective recruitment of individuals with disabilities, and increase the hiring of the individuals with disabilities in W&I.

Office of the CAC

- Lee Giurlanda, Chief Accessibility Coordinator, and his Analyst staff were tasked to assist the Directors in reaching their hiring goals.
- The CAC staff will partner with internal and external resources to locate qualified individuals with disabilities interested in employment with the IRS.

Reasonable Accommodations

- The Office of the CAC will work closely with EEO and Diversity and the Reasonable Accommodation Coordinators to ensure our new employees with disabilities receive the necessary reasonable accommodations to perform their duties, not limited to:
 - **Adaptive Equipment (IRAP)**
 - **Alternative Media (AMC)**

Educational

- The Office of the CAC will serve as an on-going educational resource to Managers and Employees with Disabilities.
 - **Course #3079, Managing Employees with Disabilities**
 - **The Beacon**
 - **CAC Website**
 - **Educational Films on Disabilities**

Why Hire?



Why Hire?

- 54 Million People in the United States with disabilities
- 33% Working Age has a disability
- 20% Chance of becoming a person with a disability
- 50% chance of having a family member with a disability

Why Hire?

- Every Federal Agency has an obligation to recruit and hire qualified individuals with disabilities. U.S. EEOC would like to see 2% of all jobs in the Federal workforce filled by individuals with disabilities.
- W &I is committed to hiring individuals with disabilities in FY 2008. Each Directorate committed to a specific hiring goal.

Why Hire?

- With an unemployment rate for persons with severe disabilities at 70%, this is an excellent untapped source of potential applicants.
- Be pro-active, plan ahead, and be prepared for the Federal Retirement Wave.

Traditional Hiring Process

- A recruit action request is submitted in HR Connect
- ICTAP/CTAP is cleared
- Job Vacancy Announcement is created
- Job Vacancy Announcement posting is required, internal and/or external

Traditional Hiring Process

- Job Vacancy Announcement is open for a set period of time
- Promotion package needs to be ranked
- Certificate is issued
- Interviews are conducted and selection is made
- The new hire will serve a one year probationary period

Hiring using Schedule A

- Schedule A is a hiring authority used to appoint individuals with disabilities, non-competitively
- Job Vacancy Announcement is not required
- Certificates are not required
- No need to clear ICTAP/CTAP

Hiring using Schedule A

- Individuals must meet qualifications
 - Standards are not lowered
- Schedule A Certification is required
 - Letter/Certificate from State Rehab, VA, Doctor
 - Letter of Job Readiness
- Expectation of work performance is the same
- Two year mandatory probationary period

Hiring using Veterans Authorities

- Veterans Recruitment Appointment (VRA)
- 30 % or more Disabled Veterans (Term/Temp)
- Non-competitive
- Job Vacancy Announcement posting is not required
- Certificate is not required
- No need to clear ICTAP/CTAP

Hiring using Veterans Authorities

- Veterans must meet qualifications
 - Standards are not lowered
- Certification of disability required from Department of Veterans Affairs.
- Expectations of work performance is the same
- Talented individuals are not lost waiting for a hiring decision

Things to Consider

- Most individuals with disabilities want to work
- Many individuals with disabilities have college degrees
- Most Reasonable Accommodation cost under \$500 or less
- Sch A and Veterans appointments are processed very quickly, weeks as oppose to months

Things to Consider

- IRS Support and Resources are available:
 - **IRAP, AMC , CAC, and EEOD**
- Many IRS jobs are sedentary
- You or someone you know can become disabled at any time
- Take a chance and step out of your comfort zone!

Making A Difference

An old man walked up a shore littered with thousands of starfish, beached and dying after a storm. A young man was picking them up and flinging them back into the ocean. “Why do you bother?” the old man scoffed. “You’re not saving enough to make a difference.” The young man picked up another starfish and sent it spinning back to the water. “Made a difference to that one,” he said.



Contact

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