

Upcoming Events

January 2024

National Mentoring Month

Dr. Martin Luther King, Jr. Day (Federal Holiday observed)

January 15

Religious Freedom Day

January 16

World Religion Day

January 21

International Holocaust Remembrance Day

January 27

ORMDI

Steps Toward Conflict Resolution

You can contact ORMDI toll-free at 1-888-566-3982 (TDD/TTY, dial 711 before providing this number) and speak with a specialist regarding equal employment opportunity (EEO) complaint processing or harassment prevention. You must initiate contact with an EEO counselor within 45 days of the date of the alleged act of discrimination by calling 1-888-566-3982 or visiting your local ORMDI Field Office. The harassment prevention procedures do not affect rights under the EEO complaint process. Harassment should be reported immediately to a manager or supervisor, [Harassment Prevention Coordinator](#), or the [ORMDI Harassment Prevention Program](#). For Alternative Dispute Resolution (ADR) services, email the Office of the Chief Human Capital Officer [ADR team](#).



Commemorate Dr. Martin Luther King, Jr. Day

VA joins the Nation in commemorating Dr. Martin Luther King, Jr.'s birthday on January 15. P.L. 98-144 established this Federal holiday observed each year on the third Monday in January. The recurring theme for this annual observance is "Remember! Celebrate! Act! A Day On...Not A Day Off."

"MLK Day is the only Federal holiday designated as a National Day of Service to encourage all Americans to volunteer to improve their communities" ([AmeriCorps](#)). Ways to volunteer include:

- Organize service events in your neighborhood (beautify your neighborhood).
- Pass out care packages to the local homeless shelter, volunteer your time at the local food bank, etc.
- Share the importance of service and MLK Day on your social media page.
- Organize a coat drive and administer to your local homeless shelter.
- Volunteer your services at your local VA medical center.

VA managers and supervisors are encouraged to support events and activities that recognize African Americans and their many contributions to our Nation. For more information, visit [VA's Black/African American Special Emphasis Program webpage on the ORMDI website](#) or contact Ms. Tynnetta Lee, VA's Departmental Black/African American Special Emphasis Program Manager, ORMDI.

Message from the DAS

Dr. Anne-Marie Duncan, Acting Deputy Assistant Secretary for Resolution Management, Diversity and Inclusion

ORMDI's Harassment Prevention Program publishes a Monthly Harassment Prevention Bulletin for EEO program managers and interested VA employees. Sign up to receive this monthly publication directly to your inbox by emailing Cheryl L. Holmes in ORMDI. Please include the word "Subscribe" in the subject line.

I hope you had a wonderful holiday season and I wish you a Happy New Year!

National Diversity Internship Program

Consider a 2024 Summer Intern

Could your team use an extra set of hands? Request a Summer 2024 intern through the National Diversity Internship Program (NDIP).

NDIP is a VA-wide program making strides to diversify our workforce while offering recent graduates, undergraduate and graduate students an opportunity to gain hands-on experience in their field. NDIP matches you with interns based on the skillset, degrees and level of experience you are looking for – simplifying the process of choosing an intern.

Applications for a Summer 2024 NDIP intern are open until January 10, 2024. Take these steps to get started:

- Visit the NDIP SharePoint to learn more about the program, expectations for teams hosting interns, and the application process ([contact the NDIP team](#) for the address).
- Identify funding and gain approval for the cost of the intern.
- Gather the information and documents described in the application guide.
- Submit your [online application](#) by January 10, 2024.

Please note that virtual or remote internships are not authorized. NDIP interns shall not be placed in clinical settings and may not perform work including direct patient care, processing clinical data or research. These roles fall under the purview of the VA Office of Academic Affiliations.

Looking to Add New Talent to Your Team?

WRP Can Help You Find It

VA's **Human Capital Services Center (HCSC)** is pleased to announce that the 2024 Workforce Recruitment Program (WRP) database of candidates is now available.

The WRP is a national program coordinated by the Department of Labor, connecting employers to highly motivated candidates with disabilities. The candidates include Veterans, who are eager to demonstrate their abilities in the workplace.

The database includes the resumes of over 2,000 college students, graduate students, and recent graduates from a wide variety of majors and backgrounds. All WRP candidates are eligible for the **Schedule A Hiring Authority**, which allows agencies to hire without posting a job announcement or going through the certification process.

Hiring a WRP participant has benefits for you and VA. With WRP you can:

- Accelerate the hiring process by reaching candidates directly. No job posting required!
- Gain year-round access to over 2,000 candidates in a variety of career fields.
- Support the Veterans we serve. Around 10% of WRP candidates self-identify as Veterans.
- Support Executive Orders on Increasing Federal Employment of Persons with Disabilities and help to diversify VA's workforce.

Visit the WRP page on the VA Learning Online Resource to learn more ([contact the WRP team](#) for the address).

Training

Fiscal Year 2024 Management Directive 715: Barrier Analysis Training

The ORMDI Workforce Analysis Team will conduct virtual Management Directive 715: Barrier Analysis Training on the following dates:

- January 18, 2024, from 12pm to 3pm EST
- April 18, 2024, from 12pm to 3pm EST
- July 30, 2024, from 12pm to 3pm EST

The purpose of the training is to educate participants on how to conduct a barrier analysis by following four steps: identify triggers, investigate potential barriers, create and implement an action plan and conduct follow-up. This training is not only intended for EEO Program Managers responsible for conducting barrier analysis but also Human Resources Personnel, Diversity Specialists, Special Emphasis Program Managers and management. To participate, **register for course item number 3844925 in the Talent Management System (TMS)**. Space is limited.

ORMDI Harassment Prevention Training

ORMDI will host a virtual “Overview of the Harassment Prevention Program (HPP)” class on January 3 from 9:30 a.m. to 10:30 a.m. EST. All employees and supervisors are welcome. To participate, **register for course item number 4563938 in TMS**, and choose a date and time to register. ORMDI will also host “Overview of VA Handbook 5979 - Harassment Prevention Program Procedures” on January 17 from 12:00 p.m. to 1:00 p.m. EST. Executives, managers and supervisors are encouraged to attend. To participate, **register for course item number 4627175 in TMS**, and choose a date and time to register.

Cyber Harassment

Harassment in the workplace can and does happen virtually. Do you know who to contact if you are experiencing Cyber Harassment? Check out the **latest cyber harassment video** in the Harassment Prevention Programs cyber harassment series.

Other VA Resources

C20: Take Your 20 for Veteran Health

C20 is a 20-minute live, interactive webinar hosted by Dr. “Chai” Chad Kessler, VA’s National Director for Emergency Medicine. It brings together the VA community through discussions about clinical and health care issues facing Veterans and topics related to VA employee wellness, growth and retention. Join C20 every Tuesday and Thursday at 12 p.m. EST (recast Tuesdays and Thursdays at 4:30 p.m. EST). [Past C20 episodes](#) are available online.

Veterans Health Administration Long-Range Plan

The [Veterans Health Administration \(VHA\) Long-Range Plan \(LRP\)](#) articulates VHA’s organizational goals, objectives and strategies through fiscal year 2025, and is designed to guide planning and directional decision-making across VHA. The plan includes strategies that reduce existing health disparities and promote diversity and inclusion. VHA’s Diversity, Equity and Inclusion (DEI) effort fosters a culture that is: a) inclusive and free of discrimination and harassment; b) equips and empowers employees to talk about diversity and harassment; c) values diversity when selecting VHA Strategic Enabler Drive equity for women, minority & LGBTQ+ Veterans, leaders and staff; d) welcomes every employee and Veteran and e) promotes equitable health care outcomes for every Veteran served. Help keep the LRP at the forefront to guide all employees by sharing the VHA LRP with your team members so they understand how to align their work with enterprise goals and objectives.



Office of Resolution Management, Diversity and Inclusion
U.S. Department of Veterans Affairs
810 Vermont Avenue, NW (08) | Washington, DC 20420

Office of Human Resources & Administration/Operations, Security and Preparedness
VA on Facebook | VA on YouTube | VA Jobs