

dchr



DCHR Career Pathways Entry-Level Positions

Kwelli Sneed & Cheryl Robertson

WHAT IS THE CAREER PATHWAYS INITIATIVE?

- Career Pathways is a Mayoral initiative with the purpose of creating a pathway to Careers in District government for DC Residents.
- Official name: “Pathways to District Government Careers Amendment Act of 2018”
- Legislation Published on September 19th 2018
- Law Number I22-0211, Effective February 22, 2019
- <https://code.dccouncil.us/dc/council/laws/22-211.html>



ENTRY-LEVEL PREFERENCE

- The Career Pathways Program gives District residents who are graduates of District public high schools or recipients of a GED or high school equivalency credential from the District priority consideration for entry-level District government jobs.

- To be eligible for priority consideration for entry-level job opportunities via the Career Pathways Program individual must meet the following requirements:
 - currently reside in the District and have obtained one of the following:
 - A high school diploma from the District of Columbia Public Schools (DCPS);
 - A high school diploma from a District public charter school; or
 - A GED or high school equivalency credential from the District of Columbia.

APPRENTICESHIP

- Career Pathways has developed the following Apprenticeship programs
 - Metropolitan Police Department Cadet Program (MPD)
 - Fire & Emergency Medical Services Cadet Program (FEMS)
 - Correctional Officer Program (DOC)
 - DPR Information Technology Support Asst.
 - DHCF Information Technology Support Asst.
 - DHCF Medicaid Support Assistant
 - DCHR Human Resources Support Asst.

INFORMATION TECHNOLOGY SUPPORT ASSISTANT - OJT

ON-THE-JOB TRAINING: An Information Technology Support Assistant will be responsible for ensuring proper computer operation so that end users can accomplish business tasks. This includes receiving, prioritizing, documenting, and actively resolving end-user help requests and escalating incidents when considered appropriate and necessary to maintain Service Level Agreements (SLA) expectations. Problem resolution may involve the use of diagnostic and help request tracking tools, as well as in-person, hands on help at the desktop level. On the Job Learning Tasks include:

1. Fundamental IT Concepts
2. IT in Business
3. Databases and Applications
4. Networks, Telecommunication, Wireless, and Mobility
5. Risk Management
6. Compliance
7. User and Customer Support

MEDICAID SUPPORT ASSISTANT - OJT

ON-THE-JOB TRAINING:

- Improve access to high-quality, person-centered services that produce positive health outcomes for individuals;
- Support coordinated strategies to address certain health determinants that promote upward mobility, greater independence, and improved quality of life among individuals;
- Strengthen beneficiary engagement in their personal healthcare plan, including incentive structures that promote responsible decision-making;
- Enhance alignment between Medicaid policies and health insurance products to facilitate smoother beneficiary transition;
- Review and analyze provider documentation and issues; tracks and trends issues with providers and makes recommendations for quality improvement.
- Collaborate with appropriate partner agencies and referrals for inappropriate service provisions and/or non-compliance.

1. Medical Office Administrative Professional
2. Introduction to Medical Billing & Coding
3. Electronic Health Records
4. Advanced Medical Billing II
5. Medicaid Basics

CAREER PATHWAYS MPD CADET POSITION

★ ★ ★
METROPOLITAN
POLICE DEPARTMENT
WASHINGTON, DC

\$34,432 Starting Salary &
MPD funds up to 60 college credits



Police Cadet Corps



Slide 6

RC(3) Correct information for Medicaid.
Robertson, Cheryl (DCHR), 11/2/2020

Becoming a Cadet

- The MPD Cadet Corps is a specialized program for 17- to 24-year-old Washingtonians to serve part-time as uniformed, civilian employees. As a member of the Cadet Corps, you will earn a salary, while also taking college courses, and will earn up to 60 tuition-free credits toward a degree – putting you on track to enter MPD’s Police Officer Recruit Program.
- The Cadet Corps is a place to learn hands-on about policing while attending the University of the District of Columbia Community College and earn college credits. Cadets will spend part of their time working specific job assignments for MPD while also working toward their degree.

BENEFITS

- Starting Salary: \$34,432
- Annual Leave
- Paid Holidays
- Retirement Benefits
- Uniforms and Equipment
(except belt & shoes)
- Health Insurance
- Sick Leave
- College Tuition
- Conversion to serve as a police officer*

*Cadets convert to police officers upon completion of up to sixty college credits and acceptance into the Recruit Officer Training Program.

QUALIFICATIONS

- Be between 17 and 24 years of age
- Be a US citizen
- Reside in DC
- Have one of the following:
 - Be currently enrolled in a DC high school; or
 - Have graduated from a DC high school and received a diploma or GED issued by the District of Columbia.



- The Fire Cadet Program is a one-year program that provides District of Columbia residents between the ages of 18 and 21 years old the opportunity to become members of the D.C. Fire and Emergency Medical Services Department (DC FEMS). During the program, Cadets attain their National Registry EMT, Firefighter I & II, and Hazardous Materials Awareness and Operations Certificates.

**Bilingual applicants are encouraged to apply*



ELIGIBILITY

In order to apply to serve as a Cadet, the applicant must...

- Be a DC resident
- Be 18-21 years old
- Be a DC public, public charter or parochial high school graduate, with a diploma or G.E.D.
- Have had a cumulative high school grade point average (G.P.A.) of 2.5 or equivalent based on the schools grading system
- Have, a minimum of, a valid learners permit at the time of application and obtain a driver's license before starting the Cadet Program



OBJECTIVE

The mission of the D.C. Department of Corrections is to ensure public safety for citizens of the District by providing an orderly, safe, secure and humane environment for the confinement of pretrial detainees and sentenced inmates, while providing meaningful opportunities for community reintegration.



Become a Correctional Officer

Minimum Requirements:

- ◆ 21 years of age
- ◆ High school diploma or GED
- ◆ Valid Driver's License
- ◆ Pass Background Check
- ◆ Pass Pre-Employment Testing

OUR MISSION

WE SERVE WITH PRIDE, PROFESSIONALISM, AND PASSION!

BECOME A CORRECTIONAL OFFICER

STARTING SALARY 49,002

YOU: Commit to serving with pride, professionalism, and passion in executing your duties.

WE: Offer Excellent Employee Benefits:

- Competitive Salary
- Health Coverage
- Dental & Optical Coverage
- Paid Leave
- Life Insurance

- Paid Holidays
- Professional Development
- Uniforms provided by DOC

JOIN US NOW!

Submit applications at careers.dc.gov.

Visit us at DOC.DC.GOV

Facebook.com/[dccorrections](https://www.facebook.com/dccorrections)

Twitter: [@dccorrections](https://twitter.com/dccorrections)

Instagram: [@dccorrections](https://www.instagram.com/dccorrections)

The Government of the District of Columbia is an Equal Opportunity Employer.



Meet the DCHR Career Pathways Team



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Thanks

QUESTIONS?

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