

## **Pathways Program, BIA Office of Trust Services**

**Students can intern with the BIA, Tribe or a Tribal related program.**

[Click Here](#) to view the Student Trainee (Pathways) GS-0399-2/3/4 position

Announcement number: CO-20-17

Control number: 559516700

Open and closing dates: 02/11/2020 to 03/03/2020

Locations: Nation-wide (negotiable after selection)

OTS PROGRAMS. Internship work assignment opportunities are based on BIA needs. Under this announcement, real estate services, land titles and records, minerals and energy, and forestry management programs will be given priority consideration. However, selections may be made for other program areas, including for the following targeted positions.

1. Environmental
2. Archeology
3. Natural Resources Management and Biological Sciences
4. Cartographic
5. Rangeland or Agriculture Management
6. Soil Conservation
7. Forestry
8. Accounting
9. Civil Engineering
10. Petroleum Engineering
11. Legal Instruments Examining
12. Realty
13. Irrigation System Operation
14. Hydrology

### Degree Program Areas

Includes natural resources management, minerals and energy, civil engineering, geography, agricultural engineering, agricultural economics, animal husbandry, animal science, horticulture, rangeland management, soil conservation or science, environmental sciences, fisheries and wildlife biology, forestry and other related STEM fields.

To widen the pathways for careers pertaining to the Stewardship of Trust assets and tribal resources Students who have not declared a major or are enrolled in an unrelated degree program area may be selected and hired. However, their continued employment is contingent upon meeting the educational degree program eligibility requirements listed below within a prescribed timeframe. Students will be required to sign a statement agreeing that they will change their degree program.

### Non-Competitive Conversions / Job Placement Services

Student graduates who successfully complete the Pathways Internship Program and meet all position eligibility requirements may be noncompetitively converted to a term or career conditional position within the BIA. We provide support for job placement opportunities with a Tribe or Tribal enterprise.

**Please refer to the job vacancy announcement on USAJOBS for the specific education and eligibility qualification requirements.**

#### Basic Education Requirements

Students must be accepted or enrolled full-time in an accredited college or university and seeking a bachelor's degree or higher directly related to the position (specified in the announcement) to qualify for the following grade levels:

- GS-2 grade level: Completion of high school or GED diploma
- GS-3 grade level: Completion of 1 academic year of post-high school study
- GS-4 grade level: Completion of 2 academic years of post-high school study or associates degree

To qualify for the GS-3 grade level, one academic year is the number of credit hours determined by the college, university or school to represent 1 year of full-time study. For example, 30 semester hours or 45 quarter hours is comparable to 1 year of undergraduate education. If you have less than this example, the student **must provide proof**.

#### Key Eligibility Requirements

- Be at least 18 years of age
- Must be registered for Selective Service, if applicable ([www.sss.gov](http://www.sss.gov))
- Show they are eligible for Indian Preference by using [Form BIA - 4432 Exp Date: 03/31/2021](#)
- Must be enrolled full-time or accepted for enrollment full-time in an accredited institution
- Good academic standing (cumulative GPA of 2.0 or higher)
- Seeking a Bachelor's degree related to program/position
- Complete the 640-hour service requirement
- Must be suitable for Federal employment and pass a Security investigation
- Must sign a Pathways Program Internship Program Participant Agreement
- Depending on the Program and Location, Some students may be required as an incidental duty to operate a government-owned or leased motor vehicle, in the performance of duties; therefore, a valid driver's license is required. Incumbent must have a safe driving record within the three-year period immediately preceding submittal of GSA Form 3607 and be able to meet the safe driving requirements of Indian Affairs.

#### Timeline

The student placement timeline shown below is typical and applies to summer work assignments. Students will be placed on LWOP (leave without pay) during the school year or when they are completing their educational requirements, and will be repeated until they graduate (complete the Program) or appointment ends.

## Pathways Internship Program

Please visit our website for more information on the BIA's OTS Pathways Internship Program at:  
<https://www.bia.gov/bia/ots/workforce-planning-coordination>

### Hosting student interns

If you are interested in hosting a Pathways intern, please complete and return to us a [Host Office Intern Request Form](#) (also on our website) and we will contact you.

Please let us know if you have any questions regarding our BIA OTS Pathways Internship Program. You can also contact us at [otspathways@bia.gov](mailto:otspathways@bia.gov).