

### Why apply for an early career program at FTA?

At FTA you'll join a community of diverse professionals working to deliver the world's leading transportation systems, while serving the American people and economy through the safe, efficient, sustainable, and equitable movement of people and goods.



## Are these paid opportunities?

FTA Early Career Programs provide paid opportunities that provide real-world work experience while continuing to achieve their academic goals. Recent graduates have the opportunity to kick-start a career in the federal workforce starting at a developmental level.



### When do internships take place?

SESSION	DURATION	START/END	APP DEADLINE
Spring	16 weeks	Mid JanEarly May	Early Nov.
Summer	10 Weeks	Late May/Early June- Aug.	Late Feb.
Fall	16 Weeks	Late Aug./Early SerptMid Dec.	Late July



## What we look for?

We are looking for independent, energetic, self-sufficient, and highly motivated students who are excited to gain government experience and learn about FTA Early Career Programs.

## How to Apply to Pathways Programs?

- 1. Create a profile and build your resume on USAJOBS.
- 2. Apply to a vacancy during the open application window.
- 3. Complete an online assessment (if applicable).
- 4. If selected, participate in an interview.
- 5. Selections typically occur within 3 months of initial application.

\*Note: Application processes for programs may vary.

## FTA Early Career Programs

The Federal Transit Administration offers a variety of meaningful early career opportunities to students and recent graduates who demonstrate creativity, innovative thinking, and a passion for public service. Our Early Career Programs provide students and recent graduates with paid internships that can develop into full time permanent careers at FTA upon graduation.

## Secretarial Internship Program (SIP)

As a student intern in SIP, participants will gain a full spectrum of professional experiences to leverage in their growing careers. Interns may work either part- or full-time in varying capacities within the Department.

### **Eligibility:**

- · Be a U.S. Citizen:
- Be at least 18 years of age on or before the first day of the internship; Be enrolled in a vocational or trade, undergraduate or graduate program at a 2 to 4-year college or university;
- · Currently have and maintain a 2.5 grade point average (on a 4-point scale);
- · Be able to complete at least 640 hours of work prior to completing your degree/certificate requirements; and
- Be able to obtain or maintain a security clearance

### Recent Graduates Program (RGP)

The RGP provides individuals who have recently graduated from qualifying educational institutions with the opportunities to apply academic training and knowledge in a professional job. As a Recent Graduates appointee, you will be placed in a two-year career development program.

### **Eligibility:**

- · Recent graduates who have completed, within the previous two years, a gualifying associates, bachelors, masters, professional, doctorate, vocational or technical degree or certificate from a gualifying educational institution.
- · Veterans unable to apply within two years of receiving their degree, due to military service obligation, have as much as six years after degree completion to apply.

PMF opportunities are announced once a year by the Office of Personnel Management and over 100 Federal government organizations participate.

### Pathways Internship Program

FTA strategically hires our Pathways Interns based on long-term potential and alignment with FTA's future workforce needs. Specializing in multi-semester experiences, the Pathways Internship Program prepares you for a career at FTA and offers a direct pipeline to full-time employment at FTA upon graduation.

### **Eligibility:**



### Presidential Management Fellows (PMF)

PMF provides employment opportunities for individuals who have received a qualifying masters, doctorate or professional degree within the last two years.

After completion of the PMF program, you may be converted to a permanent or time-limited (1-4 years) position.

· Be a U.S. Citizen:

• Be at least 18 years of age on or before the first day of the internship; · Be enrolled in a vocational or trade, undergraduate or graduate program at a 2 to 4-year college or university;

· Currently have and maintain a 2.5 grade point average (on a 4-point scale);

· Be able to complete at least 640 hours of work prior to completing your degree/certificate requirements; and

Be able to obtain or maintain a security clearance.

### The SkillBridge Program

The SkillBridge Program is leveraged by FTA and facilitates the transition of Service members into careers within the agency. Service members must be approved by their Chain of Command to participate in SkillBridge Partner Programs approved by DoD as outlined on https://skillbridge.osd.mil.

## FTA Diversity in Federal Transit (DFT)

The DFT Internship Program hosts undergraduate and graduate students to support and drive targeted diversity and inclusion strategies.

### **Eligibility:**

- Be a U.S. Citizen:
- Be at least 18 years of age on or before the first day of the internship;
- Be enrolled in a vocational or trade, undergraduate, or graduate program at a 2 to 4-year college or university;
- Currently have and maintain a 2.5 grade point average (on a 4-point scale);
- Be able to complete at least 640 hours of work prior to completing your degree/certificate requirements; and
- Be able to obtain or maintain a security clearance.

### Summer Transportation Internship Program for Diverse Groups (STIPDG)

The STIPDG program is leveraged by FTA and provides a unique opportunity for undergraduate, graduate, and law students like you to get hands-on experience in public service while learning more about transportation challenges and advancements in the U.S

### **Eligibility:**

- Be a U.S. Citizen:
- Be currently enrolled in degree-granting programs of study at accredited U.S. institutions of higher education recognized by the U.S. Department of Education. Undergraduate applicants must be juniors or seniors for the upcoming Fall Semester. Undergraduate applicants from Junior, Tribal, or Community Colleges must have completed their first year,
- Be enrolled in the upcoming Fall Semester if a graduate student; and
- Be able to obtain or maintain a security clearance.

## Future Leaders in Public Service (FLIPS)

The FLIPS Internship Program is leveraged by FTA to help bring diverse young talent to the agency and offers students the opportunity to apply their educational training to work in the Federal industry.

### Eliaibility:

- Be a U.S. citizen:
- · Currently be enrolled at an accredited educational institution in an undergraduate or graduate program:
- · Able to demonstrate superior academic achievement and have a GPA above 2.5.: and
- · Be able to obtain or maintain a security clearance.

### **COMTO** Careers in Transportation Youth (CITY) Program

FTA partners with COMTO to leverage the CITY program to provide minority undergraduate and graduate students with a unique paid opportunity to gain professional and practical experience in the transportation industry.

### **Eligibility**:

- Be eligible to work in the United States or Canada:
- · Belong to an underrepresented or minority group;
- · Be interested in the transportation industry and be an undergraduate or graduate student:
- Be enrolled full-time in the coming fall academic term, with a GPA of 2.5 or higher, and
- · Be able to obtain or maintain a security clearance.

\*Note: FTA's participation in the listed early career programs may vary annually.



Visit FTA's Career Page

Please refer inquires to ftarecruiting@dot.gov



As an intern at FTA, you'll work on meaningful projects that will make an enduring impact on the transportation industry. And you'll join an inclusive culture that values diversity and inclusion as critical to mission success.

### 2 U.S. Department of Transportation Federal Transit Administration



# FEDERAL TRANSIT ADMINISTRATION EARLY CAREER Programs







