

PATHWAYS FLEXIBILITIES

Resource for Hiring Managers and Supervisors – Presidential Management Fellows Program Edition

There are a number of Government-wide flexibilities within the existing [Pathways regulations](#), outlined below, that can help you and your colleagues more effectively use the Pathways Programs (Programs), particularly the Presidential Management Fellows (PMF) Program. We encourage you to review your Pathways Memorandum of Understanding (MOU) and agency-specific policies before using any of these strategies. Please consult your Pathways Programs Officer (PPO), PMF Coordinator or a human resources (HR) professional for further guidance.

To learn more about the PMF Program, please visit the [Program Fact Sheet](#) on the Office of Personnel Management (OPM) website.

FLEXIBILITY	BENEFITS	HOW IT WORKS	SUPPORTING CITATION OR REFERENCE
Agencies may:			
Collect applications at an on-site recruiting event	<p>Maintain relationships with talent partners</p> <p>Target mission-critical occupations and hard-to-reach audiences</p> <p>Meet agency diversity goals</p> <p>Reduce your recruitment timeline</p>	<p>To collect applications at an on-site recruiting event for PMF Finalists, agencies should post the event on the PMF Talent Acquisition System (TAS) and make clear that it is open to all PMF Finalists.</p>	<p>5 CFR 362.105</p> <p>OPM Pathways FAQs (#7, #9 and #10)</p>
Use pay flexibilities and/or incentives for PMF Finalist positions	<p>Attract and retain talented students and recent graduates</p> <p>Enhance your ability to compete with private sector and other employers for talented candidates</p>	<p>Agencies determine if the use of incentives (e.g., recruitment, relocation and retention incentives; student loan repayment assistance; superior qualifications and special needs pay settings; maximum payable rate rules; etc.) is appropriate and offers them to applicants.</p>	<p>5 CFR 362.105(j)</p> <p>5 CFR 531.212</p> <p>5 CFR 537</p> <p>5 CFR 575 (Subparts A, B and C)</p>

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<p>Consider non-U.S. citizens for PMF Finalist positions</p> <p><i>Pathways participants must be U.S. citizens in order to be eligible for conversion to permanent positions</i></p>	<p>Expand the pool of qualified applicants for mission-critical positions, in particular</p>	<p>Agencies may hire non-U.S. citizens under any of the Pathways Programs provided that they meet applicable immigration requirements.</p> <p>Participants in the Programs must be citizens in order to be eligible for non-competitive conversion to the competitive service.</p>	<p>5 CFR 362.105(e)</p> <p>OPM Pathways Transition and Implementation Guidance (Citizenship)</p>
<p>Consider competitive status candidates for PMF Finalist positions</p>	<p>Expand the pool of qualified applicants for available positions</p> <p>Recruit candidates with valuable Federal experience</p> <p>Develop and retain existing talent</p>	<p>Agencies may consider all eligible and qualified applicants for Pathways positions, including applicants with competitive status.</p> <p>When applicants include those with competitive status, agencies should be aware of certain considerations when appointing them (e.g., applicants must leave the competitive service in order to accept an excepted service position).</p>	<p>5 CFR 302.102(b) 5 CFR 315.713(b) 5 CFR 315.201(c) 5 CFR 362.407 5 CFR 362.408 5 CFR 550.703</p>
<p>Limit the number of days a job opportunity announcement (JOA) is open to align with an on-site recruiting event</p>	<p>Make the rating and ranking process more manageable for HR professionals</p> <p>Make the review of the list of eligibles more manageable for hiring managers</p> <p>Allow applicants to be notified of their status more quickly</p>	<p>Agencies must list the opening and closing dates in the JOA on the PMF TAS.</p>	<p>5 CFR 302.301</p> <p>Final Rule (Responses to Overarching Comments – #6)</p> <p>OPM Pathways FAQs (#15)</p> <p>OPM Delegated Examining Operations Handbook</p>

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<p>Set a cap on the number of applications received</p>	<p>Make the rating and ranking process more manageable for HR professionals</p> <p>Make the review of the list of eligibles more manageable for hiring managers</p> <p>Allow applicants to be notified of their status more quickly</p>	<p>Agencies must include language in the JOA that states that it will close after receipt of a specified number of applications (e.g., 200 applications).</p>	<p>5 CFR 302.301</p> <p>OPM Pathways FAQs (#15)</p> <p>OPM Delegated Examining Operations Handbook</p>
<p>Hire PMF Finalists through the PMF STEM Track for designated occupational series and groups</p>	<p>Close skills gaps for mission-critical STEM occupations</p> <p>Identify and train future STEM leaders in Government</p>	<p>PMF STEM Finalists are eligible for positions designated as PMF STEM by participating Federal agencies.</p> <p>STEM positions are those advertised as STEM occupations by OPM. Agencies should work with their PMF Coordinators and HR professionals to determine if positions are STEM-eligible positions.</p> <p>Applicants may apply through OPM for either the PMF Program or the PMF STEM Track, but not both.</p>	<p>OPM List of PMF STEM Occupations</p>
<p>Modify Participant Agreements</p>	<p>Ensure that the expectations outlined in Participant Agreements best meet your agency's needs</p>	<p>Agencies have discretion to tailor Participant Agreements for each of the Pathways Programs.</p> <p>While these documents must include certain elements (e.g., general descriptions of duties and work schedules), agencies have the flexibility to incorporate additional components into them (e.g., points of contact at educational institutions).</p>	<p>5 CFR 362.106</p>

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<p>Extend the appointments for PMF Fellows by 120 days</p>	<p>Retain talented participants even when they need to take extra time to address unexpected circumstances or situations</p> <p>Provide participants with the flexibility to address unexpected circumstances or situations and still meet the requirements of the Program</p>	<p>Appointments for PMF Fellows may be extended for a period of up to 120 days under the employing agencies' procedures.</p> <p>Appointment extensions should be used to cover rare or unusual circumstances or situations. The criteria for approving appointment extensions will be identified in agencies' Pathways MOUs.</p>	<p>5 CFR 362.404</p>
<p>Convert PMF Fellows to term appointments first and then to permanent positions later on</p>	<p>Retain Pathways participants even when permanent positions are not immediately available</p>	<p>Agencies may convert a PMF Fellow to a term appointment—one to four years—upon Program completion.</p> <p>Agencies may then convert a PMF Fellow from the term appointment to a career or career conditional (permanent) appointment when a position or slot becomes available.</p>	<p>5 CFR 362.107(b) 5 CFR 362.409(a) OPM Pathways FAQs (#45)</p>