



Alternatives for Placement

Supervisors of and dual-career couples should examine all options available for placement including, but not limited to, the following:

- a) Detail to another park/Region;
- b) Reassignment to another position for which qualified;
- c) Downgrading to a lower grade; and
- d) Leave without pay.

Employees should examine opportunities first in the Park Service, then in other Federal agencies. However, it must be understood that other Federal agencies are not obligated to participate in interagency personnel placement activities.

A spouse who is employed by another Federal agency should examine the above options and help the other spouse obtain information and make contacts with other Federal agencies about positions in the new location. Also contact should be made with the spouse's current place of employment regarding employment opportunities.

For a spouse who is not a Federal employee, employment assistance will include providing information about major employers in the area and addresses and telephone numbers of State employment offices.

This policy does not propose that every employee will be accommodated in every instance. The responsibility for career planning still rests with individuals whether dual-career couples or not. It does, however, provide a structured mechanism for assisting employees with planning and implementing career movement.

For More Information

This pamphlet has been prepared by the Branch of Employee Evaluation and Staffing, Division of Personnel, WASO. Please contact this office if you would like more information about the topic discussed.

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SPOUSE PLACEMENT ASSISTANCE



Background

It has become increasingly apparent that the nationwide work force is rapidly becoming a dual-career entity. In the 1970's, a large number of the National Park Service's special emphasis programs directed towards hiring women were put into effect. The results brought single in addition to married women into the rank and file. A product of this influx has been the dual-career couple.

There are as many different combinations of dual careers as there are jobs in the Service. Couples with the most flexibility are those with varied disciplines or more than one area of expertise. At whatever level a couple chooses to pursue dual careers, they must come to an understanding as to what sacrifices they are willing to make for each other and what kinds of positions they will accept and where.

A number of Park Service Managers have been instrumental in assisting dual-career couples to maintain established careers. However, the success of dual-career couples is dependent on: each individual being able to stand on his/her own merit; the career goals set by each individual; working cooperatively with one another to achieve the best of two worlds for husband and wife.

Policy

It is the Service's policy to provide assistance to the spouse of any transferring employee. Managers, supervisors and personnelists are to make a concerted effort to assist these employees with their placement needs; however, the responsibility for securing employment rests with the employee. In order to effect this policy, the following actions should be taken by managers, supervisors, personnelists as well as dual-career employees.

Management Implementation of Policy

In an effort to assist dual-career employees in fulfilling career goals, managers, supervisors and personnelists at losing and gaining units should:

- Maintain sensitivity and communications with all employees about the spouse placement policy and steps taken to implement the policy;

- Maintain open communication with employees about career plans even before a placement situation arises;
- Provide counseling to dual-career employees about their career plans;
- Explain the spouse placement policy when making job offers to employees so that they are aware of the assistance available;
- Review vacancies to ascertain if they can be advertised in multiplicity as dual-career opportunities;
- Make personal contact with managers at other Service units about placement possibilities;
- Consider other management objectives that may relate to a spouse placement situation such as affirmative action goals and efforts to retain women and minorities in the Service;
- Consider recognition for employing dual-career employees;
- Support day care programs and flexible work schedules;
- Contact other Bureaus and Federal agencies within the commuting area to enhance placement opportunities for dual-career couples.

Dual-Career Couple Implementation of Policy

In establishing career goals, dual-career employees should:

- Maintain open communication with spouse, family, Service managers and personnelists about career plans;
- Maintain a flexible attitude and consider all available placement options within and outside the Service before making decisions (such as lateral reassignment, details, temporary assignments and change to a lower grade);
- Maintain applications on file with all parks, Service Centers and Regions where employment is desired;
- Make alternative career plans that encompass such options as both employees pursuing careers on an equal basis, one career taking priority over another and alternating career priorities depending on opportunities;

- Decide which Region, park, office is suited to dual-career needs and whether an offer of employment will be accepted if there is no position for the spouse; and
- Regularly review and revise career goals, desired geographic locations, maximum commuting distance and personal, family and financial constraints.

