NATIONAL AERONAUTICS AND SPACE ADMINISTRATION
PATHWAYS INTERN EMPLOYMENT PROGRAM INFORMATION SESSION

SEPTEMBER 14, 2018

NASA Recruitment and Outreach Managers
Esteban Morales (GSFC)
Rachel Cadesky (GRC)
Brian Bennett (AFRC)
NASA Agency Goals

• Expand human knowledge through new scientific discoveries

• Extend human presence deeper into space and to the moon for sustainable long-term exploration and utilization

• Address national challenges and catalyze economic growth

• Optimize capabilities and operations
THERE ARE 2 MAIN WAYS TO HIRE INTERNS: PATHWAYS & NASA INTERNSHIP AND FELLOWSHIPS

<table>
<thead>
<tr>
<th></th>
<th>Pathways</th>
<th>NIF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Employment Status</td>
<td>Civil Servant</td>
<td>Non-Civil Servant</td>
</tr>
<tr>
<td>Application System</td>
<td>Usajobs.gov</td>
<td>NASA Internship Application System</td>
</tr>
<tr>
<td>Website</td>
<td>nasajobs.nasa.gov/studentopps/Pathways.htm</td>
<td>Intern.nasa.gov</td>
</tr>
<tr>
<td>Hiring Semesters</td>
<td>Spring/Fall/Summer</td>
<td>Spring, Summer, &amp; Fall</td>
</tr>
<tr>
<td>Majors</td>
<td>STEM &amp; Non-STEM (currently 70/30)</td>
<td>Focused on STEM (limited opportunities on other majors of study)</td>
</tr>
<tr>
<td>Degree Levels</td>
<td>Traditionally college sophomores through PhD</td>
<td>Traditionally all college levels</td>
</tr>
<tr>
<td>Upcoming Start Date</td>
<td>Varies</td>
<td>Spring 2019</td>
</tr>
</tbody>
</table>
PATHWAYS PROGRAM REQUIREMENTS

1. U.S. citizenship or U.S. national

2. Successfully completed at least 30 semester hours of undergraduate education

3. Currently enrolled in (or accepted for enrollment to) an accredited college or university on at least a half time basis
   - Engineering programs: http://www.abet.org/
   - All other programs: http://ope.ed.gov/accreditation/

4. Currently have and maintain a cumulative GPA of 2.9 or higher (on a 4.0 scale)

5. Be able to complete at least 640 hours of Pathways work experience prior to completing your degree requirements

6. Have at least one academic year remaining in your degree program. *Center requirements may vary, please read each vacancy for specific Center details.

* Veterans Preference does apply to all Pathway opportunities. Please see this Link.
PREFERRED FIELDS OF STUDY

STEM majors:

- **Technology**: Airborne Science Research, Balloons & Sounding Rockets, Computer Science, Electronics, Nanotechnology, Software Engineering, Systems Engineering/Design


- **Math**: Applied Optics, Chemistry, Physics, Materials Science

Business and related majors:

- **Non-Technical**: Business, Administrative, Accounting, Economics, Finance, Logistics, Management Information Systems, Communications, Public Relations, Marketing, Management, Human Resources

- *Each position will list preferred or required majors, please see vacancy for specific educations requirements.*
# PATHWAYS INTERN - PAY EXAMPLE 2018

<table>
<thead>
<tr>
<th>Educational level/Semester Hours</th>
<th>Grade Level</th>
<th>General Pay Table</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sophomore/30 – 59 hours</td>
<td>GS-4</td>
<td>$12.40</td>
</tr>
<tr>
<td>Junior/60 – 89 hours</td>
<td>GS-5</td>
<td>$13.87</td>
</tr>
<tr>
<td>Senior/90 or more</td>
<td>GS-6</td>
<td>$15.46</td>
</tr>
<tr>
<td>Early Masters/accepted and enrolled</td>
<td>GS-7</td>
<td>$17.18</td>
</tr>
<tr>
<td>Mid – Masters/ 1 year of MS level study and/or starting Ph.D.</td>
<td>GS-9</td>
<td>$21.01</td>
</tr>
<tr>
<td>Mid – PhD/1 year of Ph.D. level study completed</td>
<td>GS-11</td>
<td>$25.43</td>
</tr>
</tbody>
</table>

*Engineering and Information Technology positions may pay slightly more at the graduate levels*
PATHWAYS INTERN - BENEFITS

- Eligible for conversion into full time employment after completion of program and degree requirements
- Promotion eligibility while in the Pathways Program
- Eligible for performance and merit-based awards
- Health Insurance (can be carried over when student is back at school)
- Life Insurance
- Federal Employees Retirement System (FERS)
- Thrift Savings Plan (TSP) – similar to 401K in private sector
- Annual Leave / Sick Leave / Military Leave
- Paid Federal Holidays
- *Eligible for Tuition Assistance
PATHWAYS INTERN - OPPORTUNITIES

- GSFC: Fall: Sept. 17 and 24, 2018, Spring: 3rd or 4th week of March.
- AFRC Fall: September/October, Spring in February.
- GRC: Fall: September/October and vary throughout the year.
- LaRC: Vacancies vary from October – May.
- ARC: Pathway vacancies will be posted in January.
- MSFC: Fall: Late September, Spring: vary throughout year.
1. Go to usajobs.gov

2. Create a profile (fill in all the fields). Make sure you indicate veteran’s preference status

3. Create a resume in usajobs.gov (don’t upload a resume). You can save up to 5 different resumes

4. Make your resume searchable

5. Create a search agent so that you receive an email when opportunities match your criteria
PATHWAYS RESUME TIPS
“TAKE CARE OF THE BASICS”

1. Include your contact information (City, State, Zip Code)
2. Use professional email address
3. Create a professional message on your voicemail
4. Check with your references before using their names
5. Check your spelling and grammar
6. Include all major education factors (GPA, graduation date, degree level, major, relevant coursework)

www.nasa.gov
National Aeronautics and Space Administration
PATHWAYS RESUME TIPS
“STAND APART FROM THE CROWD”

1. Work Experience (you are not limited to 1 page)
   - Document all related jobs
   - Describe unrelated jobs the right way
   - Include project experience

2. Think Like an Employer (tailor your application to the position)

3. Federal resumes can be longer and require more information than private sector/non-profit resumes.

4. Don’t leave a box blank!

www.nasa.gov
National Aeronautics and Space Administration
PATHWAYS RESUME TIPS
DESCRIBING YOUR EXPERIENCE

• Focus on the qualification requirements section of the vacancy announcement - your resume should describe how you meet the requirements

• Resume should be results driven - Use the S.A.R method: Describe the Situation, Action and Result.

• Use action words to describe work experience: managed, assisted, responded, planned, coordinated, met with, implemented, communicated with, tested, developed, spearheaded, etc.

• Include special skills like computer proficiency and language ability

• Plan ahead - Allow plenty of time to thoroughly proof read and complete your application

• Apply by the deadline or better yet – early!
Contact Us:

NASA Websites

NASA - https://www.nasa.gov/careers/
HQ - https://www.nasa.gov/centers/hq
GSFC - https://www.nasa.gov/goddard
KSC - https://www.nasa.gov/centers/kennedy
JSC - https://www.nasa.gov/centers/johnson
GRC - https://www.nasa.gov/centers/glenn
ARC - https://www.nasa.gov/ames
AFRC - https://www.nasa.gov/centers/armstrong
MSFC - https://www.nasa.gov/centers/marshall
LaRC - https://www.nasa.gov/langley
SSC - https://www.nasa.gov/centers/stennis
NSSC - https://www.nssc.nasa.gov/
Give yourself a chance at a life-changing Pathways internship and apply.

Don’t wait!

Shoot for the moon, even if you miss you will land among the stars.

www.nasa.gov