

## Upcoming Events

January 2025

National Mentoring Month

National Muslim American Heritage Month

Religious Freedom Day

January 16

World Religion Day

January 19

Dr. Martin Luther King, Jr. Day (Federal Holiday observed)

January 20

International Holocaust Remembrance Day

January 27

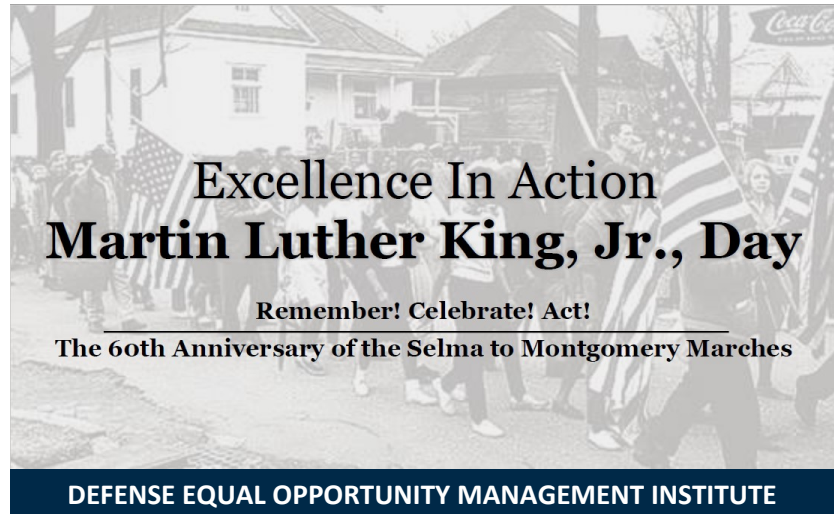
### ORMDI

#### Steps Toward Conflict Resolution

You can contact ORMDI toll-free at 1-888-566-3982 (TDD/TTY, dial 711 before providing this number) and speak with a specialist regarding equal employment opportunity (EEO) complaint processing or harassment prevention. You must initiate contact with an EEO counselor within 45 days of the date of the alleged act of discrimination by calling 1-888-566-3982 or visiting your local ORMDI Field Office. The harassment prevention procedures do not affect rights under the EEO complaint process. Harassment should be reported immediately to a manager or supervisor, [Harassment Prevention Coordinator](#), or the [ORMDI Harassment Prevention Program](#). For Alternative Dispute Resolution (ADR) services, email the Office of the Chief Human Capital Officer [ADR team](#).

inequality. Dr. King received the Nobel Peace Prize in 1964; he was the youngest person to ever receive this high honor. He followed in the footsteps of his grandfather and father by entering the ministry to become a Baptist minister...We remember Dr. King as a husband, father, friend, and fierce advocate for the betterment of all people. Honor his memory by organizing, volunteering, and spreading the word. Remember to MAKE IT A DAY ON, NOT A DAY OFF, for you and those around you" ([Department of Defense Education Activity](#)).

VA managers and supervisors are encouraged to support events and activities that recognize African Americans and their many contributions to our Nation. For more information, visit [VA's Black/African American Special Emphasis Program webpage on the ORMDI website](#) or contact Ms. Tynnetta Lee, VA's Departmental Black/African American Special Emphasis Program Manager, ORMDI.



### Commemorate Dr. Martin Luther King, Jr. Day

VA joins the Nation in commemorating Dr. Martin Luther King, Jr.'s birthday on January 20th. P.L. 98-144 established this Federal holiday observed each year on the third Monday in January. The recurring theme for this annual observance is "Remember! Celebrate! Act! A Day On...Not a Day Off."

"On January 20, 2025, the Dr. Martin Luther King, Jr. holiday will mark the 30th anniversary as a National Day of Service. This day was established to honor the life and legacy of Dr. King, and to encourage all Americans to volunteer to improve their communities...Americans celebrated the first official Martin Luther King Day, which is the only federal holiday commemorating an African American, on Monday, January 20, 1986. In 1994, Congress designated the holiday as a National Day of Service and marking the third Monday in January every year as the Martin Luther King, Jr. Day of Service - a "Day On, Not a Day Off"...Dr. King advocated for nonviolent resistance to overcome injustice as a means of lifting racial oppression. He created change with organized sit-ins, marches, and peaceful demonstrations that highlighted issues of

## Message from the Executive Director

Mr. Dennis McGuire, Acting Executive Director for Resolution Management, Diversity and Inclusion

I recently signed the **External Fiscal Year 2025 Affinity Conference Memo**. These events include national meetings convened by external private or public nonprofit organizations representing diverse segments of the population for the primary purpose of promoting equal employment opportunity and providing career development, education, and employment outreach services. VA strongly supports leveraging partnerships with affinity groups for professional development and recruitment outreach purposes in support of our common goal of promoting inclusion, diversity, equity, and access throughout the Federal Government. VA employees who plan to attend any of the events listed in the attachment are responsible for obtaining supervisory approvals. Please note that centralized funding is not available for attendance to these events. Funding for both registration and/or travel must come from the employee's organization. Following supervisory and budget approval, attendees who wish to participate must also register through the affinity organization's website. For more information, visit the **Office of Resolution Management, Diversity and Inclusion website** or reach out to the VA point of contact listed for the event.

## Diversifying VA's Talent

### The Workforce Recruitment Program

VA's Human Capital Services Center (HCSC) is pleased to announce that the 2025 Workforce Recruitment Program (WRP) database of candidates is now available.

Paired with the **Schedule A Hiring Authority**, WRP ensures equitable access to employment by offering opportunities for persons with disabilities to apply and interview for jobs. For VA hiring managers, it streamlines the hiring process by allowing you to reach candidates directly regarding open positions.

Each December, WRP releases a database of more than 3,000 resumes from college students, graduate students, and recent graduates with disabilities from a variety of majors and backgrounds. All WRP candidates are **Schedule A** eligible, which allows you to hire without posting a job announcement or going through the certification process. Within the **WRP database** you can sort and filter candidates based on major, degree, job, location preference, and more.

To access the WRP database, visit the **WRP.gov** employer page and create an account.

## Virtual Aspiring Supervisor Program Applications Open January 6

### Expand Your Skill Set and Gain the Knowledge Needed to Succeed in Future Supervisory Roles at VA

Do you have team members who show supervisory potential? The virtual Aspiring Supervisor Program (vASP) is an opportunity to help them succeed.

vASP is a three-month online program that showcases the responsibilities of VA supervisors. During the program, participants will attend weekly webinars, complete a My Development Plan (MDP), and connect with other aspiring supervisors through engaging discussions. Note that webinars occur during the workday and require attendance to graduate the program. Please review the program syllabus for the full program schedule.

Applications are open January 6 at 12:00 p.m. ET via the vASP SharePoint. Supervisors must validate their employees' applications; applicants without supervisory approval will not be considered for the program.

Please note, the application validation process has changed. Validation notifications will be sent to supervisors via email. More information about the supervisory approval process can be found on the VA Learning Online Resource hosted by the Human Capital Services Center.

To learn more about vASP and other learning opportunities for you and your team members, and for access to the VA Learning Online Resource, **contact the vASP team**.

# Commemorate

## National Muslim American Heritage Month

VA joins the Nation in commemorating National Muslim American Heritage Month this January. VA Central Office will host an event—The Muslim American: Peace, Resilience, and Contributions—on January 7, 2025, at 1:30 pm ET in the G.V. Sonny Montgomery Conference Center (Room 230), 810 Vermont Avenue NW Washington, DC, or **watch online**. American Sign Language interpreter services will be provided. For other accommodation requests, contact **VA Reasonable Accommodation**.

## Training

### EEO Data & Analytics Training

The ORMDI EEO Data & Analytics Team will conduct virtual Management Directive 715: Barrier Analysis Training on January 23 from noon to 3 p.m. (ET). The purpose of the training is to educate participants on how to conduct a barrier analysis by following four steps: identify triggers, investigate potential barrier, create and implement an action plan and conduct follow-up. This training is not only intended for EEO program managers responsible for conducting barrier analysis but also Human Resources Personnel, Diversity Specialists, Special Emphasis Program Managers, and management. [Register for course 3844925 in the Talent Management System \(TMS\)](#).

The ORMDI EEO Data & Analytics Team will also conduct virtual VHA Support Service Center (VSSC) Training on January 14 from 2 to 3 p.m. (ET). The purpose of the training is to educate participants on how to use VSSC to extract workforce diversity data in HR Smart, VA's human resources information system. This training is open to all. The class is limited to 30 participants and registration is first come, first serve. [Register for TMS course 3823179](#).

### Harassment Prevention Training

ORMDI will host a virtual "Overview of the Harassment Prevention Program (HPP)" class on February 5 from 9:30 to 10:30 a.m. and 1:30 to 2:30 p.m. (ET). All employees and supervisors are welcome. To participate, [register for TMS course 4563938](#), and choose a date and time to register.

ORMDI will also host "Overview of VA Handbook 5979 - Harassment Prevention Program Procedures" on January 15 from 1:00 to 2:00 p.m. (ET). Executives, managers, and supervisors are encouraged to attend. To participate, [register for TMS course 4627175](#), and choose a date and time.

### Workplace Civility and Root Causes of Workplace Disputes for Managers and Non-Managers

The Office of the Chief Human Capital Officer (OCHCO) Alternative Dispute Resolution (ADR) program will be offering the virtual version of their "Workplace Civility and Root Causes of Workplace Disputes for Managers and Non-Managers" training. The training will be held on the last Wednesday of each month. Each training will host up to 40 participants. Register in TMS for VA Supervisors/Managers (VA 4559059), 11 a.m. to 12 p.m. (ET), or for VA Employees (VA 4562623), 1 to 2 p.m. (ET). For more information and guidance pertaining to this training, contact Mr. Leroy Hill, ADR Specialist, OCHCO.

## Other VA Resources

### C20: Take Your 20 for Veteran Health

C20 is a 20-minute live, interactive webinar hosted by Dr. "Chai" Chad Kessler, VA's National Director for Emergency Medicine. It brings together the VA community through discussions about clinical and health care issues facing Veterans and topics related to VA employee wellness, growth and retention. Join C20 every Tuesday and Thursday at 12 p.m. ET (recast Tuesdays and Thursdays at 4:30 p.m. ET). **Past C20 episodes** are available online.



Office of Resolution Management, Diversity and Inclusion  
U.S. Department of Veterans Affairs  
810 Vermont Avenue, NW (00RM) | Washington, DC 20420

[VA on Facebook](#) | [VA on YouTube](#) | [VA Jobs](#)