

The New Orleans District, U.S. Army Corps of Engineers

Student Career Experience Program (SCEP)

{a "Cooperative Education" program}

The SCEP provides curriculum-related temporary employment to full-time college students in Bachelor, Masters, and Doctorate degree programs, as well as students in associate degree programs, certificate programs, and high school programs. The SCEP provides managers a ready source of temporary employees and a source of potential permanent employees. The student's course of study must be directly applicable to the position in which employed, and SCEP employment may confer eligibility for noncompetitive conversion to permanent employment upon graduation. The SCEP program has a number of different components for different occupations and educational programs. The components are:

Bachelor Degree Component

Graduate/Doctorate Degree Component

Engineering & Science Technician Component

Trades & Crafts Component

Administrative & Clerical Component

The New Orleans District has **SCEP** (Co-Op) agreements with a number of educational institutions and is always open to enter into more. We predominantly use the Bachelor and Graduate Degree components, but are always open to the other components if management, schools, and students are interested in pursuing. The program offers students in certain academic disciplines special employment opportunities that (1) provide education-related work experience, and (2) may lead to permanent Federal employment upon graduation.

Information about [Vacancies](#), [Pay Rates](#), [General Program Eligibility](#), [Work Schedule Options](#), and [How to Apply](#) is provided below.

The follow is a listing of occupational areas that the New Orleans District has previously recruited and employed students. This listing is not all-inclusive. If you have any questions about employment that may be related to another academic discipline you are pursuing, you should contact our office for information on possible placements (504) 862-2800.

<u>Position Title</u>	<u>Acceptable Academic Discipline(s)</u>
Administrative and Clerical Support Jobs	Associate/Certificate program student pursuing position related curriculum
Biologist	Wildlife Biology / Fishery Biology/Biology
Botanist	Botany

Civil Engineer	Civil Engineering
Computer Specialist	Computer Science
Contract Specialist	Business Administration / Management / Marketing / Accounting / etc.
Electrical Engineer	Electrical Engineering
Electronics Engineer	Electronic Engineering
Engineering & Science Technician Jobs	Associate degree student pursuing position related curriculum
Environmental Engineer	Environmental Engineering
Facility Management Specialist	Business Administration / Management / Marketing / Accounting / etc.
Mechanical Engineer	Mechanical Engineering
Park Ranger	Criminal Justice/Natural Resource Management/Natural Science/Park & Recreational Management
Public Affairs Specialist	Journalism / Mass Communication
Supply & Property Management Specialist	Business Administration / Management / Marketing / Accounting / etc.
Trades & Crafts Jobs	Associate/Certificate program student pursing position related curriculum
Writer	Journalism

Pay Rates:

Students in the Engineering & Science Technician program are appointed at the GS-2 level and may progress over time to the GS-4 level based on various combinations of on-the-job experience and accumulated academic credit.

Students in the Trades & Crafts program are appointed at the WG/WY-2 level and may progress over time to the WG/WY-5 level based on various combinations of on-the-job experience and accumulated academic credit.

Students in the Administrative & Clerical program are appointed at the GS-1 level and may progress over time to the GS-4 level based on various combinations of on-the-job experience and accumulated academic credit.

Students in the Bachelor Degree programs are appointed at the GS-3 level and may progress over time to GS-4, GS-5, and GS-7 based on various combinations of on-the-job experience and accumulated semester hours.

Students in the Masters Degree programs are appointed at the GS-5 level and may progress to GS-7 and GS-9.

Students in the Doctorate Degree program are appointed at the GS-7 level and may progress to GS-9 and GS-11.

----- 2004 GS & WY/WG Pay Rates -----

GS-1 = \$8.30 per hour	GS-2 = \$9.34 per hour	GS-3 = \$10.19 per hour
GS-4 = \$11.43 per hour	GS-5 = \$12.79 per hour	GS-7 = \$15.85 per hour
GS-9 = \$19.38 per hour	GS-11 = \$23.45 per hour	
WY/WG-1 = \$7.17 per hour	WY/WG-2 = \$8.33 per hour	WY/WG-3 = \$9.47 per hour
WY/WG-4 = \$10.60 per hour	WY/WG-5 = \$11.76 per hour	

General Program Eligibility:

To be eligible for a SCEP appointment in the New Orleans District, the student must:

- Be a U.S. Citizen.
- Have an overall grade point average of 2.5 or higher.
- Be a full-time student who has completed at least:

Bachelor Program - 30 semester hours creditable towards the appropriate Bachelor degree, and have at least 18 semester hours remaining to graduate.

Graduate Program - be formally accepted into a Master or Doctorate program appropriate to the position being filled and must have completed no more than 2/3 of the program's requirements.

Engineering & Science Technician Program - be in an associate degree program appropriate to the position being filled and have completed at least 15 semester hours creditable towards the degree and be at least 15 semester hours away from graduation.

Trades & Crafts Program - be in an associate and/or certificate program appropriate to the position being filled and have completed no more than 75% of the programs requirements.

Administrative & Clerical Program - be enrolled in a certificate or associate degree program appropriate to the position being filled and have completed no more than 75% of the program's requirements.

- Be enrolled/registered in the school's Co-Op program and referred/recommended for SCEP employment by the school.

SCEP Work Schedule Options:

1. When a student is appointed to the SCEP program, a general work schedule plan must be documented in the original SCEP agreement.
2. The original plan may be modified at later dates by mutual agreement of the supervisor, school, and the student.
3. The original plan and any modifications must provide for a minimum of 640 hours of career related work under the program prior to the student's date of graduation.

So long as the three requirements stated above are met, supervisors may approve an "alternating" work schedule (the student alternates periods of full time work and full time school), a "parallel" work schedule (the student works part-time while attending school as a full time student), or any combination of alternating and parallel schedules (work full time one semester, attend school full time the next semester, and work part-time and attend school full time the following semester).

How to Apply:

If you are a full-time student and are pursuing a degree in one of the disciplines listed, please contact your school's program coordinator to register in the school's program and request referral to the New Orleans District. **Then, you can send us an e-mail or letter (resume included) letting us know you have registered with your school's program coordinator and are interested in placement with our agency. A copy of your current transcript must also be submitted with your resume.**

Addresses are:

E-Mail.....cemvn-hr@mvn02.usace.army.mil

Mail.....U.S. Army Engineer District, New Orleans

ATTN: CEMVN-HR

P.O. Box 60267

New Orleans, LA 70160-0267
