



## HIRE VETS NOW Fellowship Program

### What is the HIRE VETS NOW Fellowship Program?

This is a Navy Region Mid-Atlantic approved SkillBridge program that facilitates internship opportunities between Veteran Certified employers and transitioning Service members. Early engagement in this program provides an opportunity for military transitioners to network with a variety of industry employers, increasing your potential to participate in an internship prior to separation. Participating employers are committed to interviewing “Fellows” for eligible positions upon successful completion of training, and/or to refer to employer partners as appropriate, but there is no guarantee of employment.

### Networking your way to an Internship.

Networking is essential to landing an internship through the HIRE VETS NOW Fellowship Program, and can begin as early as 18 months prior to separation. To begin networking your way to an internship:

- Submit a completed HIRE VETS NOW Interest Form. (Initial inquiry does not require command approval. By submitting contact information, you will receive program updates and invitation to employer networking events.)
- Develop your résumé. (You will need a résumé to participate in the employer networking sessions, and for online application submission when applicable.)
- Attend HIRE VETS NOW networking events.
- Have met or will be able to meet the participant eligibility criteria outlined in the DODI 1322.29 and other Service branch instructions as applicable (i.e., NAVY –NAVADMIN 222/15).

### Offered an Internship. What Now?

To enroll in a corporate internship while still on active duty, you must be able to meet eligibility compliance, and receive command approval. Once an internship offer has been extended you may proceed in routing a completed program application for command awareness and approval, but the internship cannot commence until you are 180 days or less from your separation date (i.e., EAOS, EAS).

- Have met all instructional criteria outlined in DODI 1322.29, and relevant Service instructions
- Complete the HIRE VETS NOW Fellowship Program – Intern Application
- Obtain command approval to participate (i.e., signature required on Intern Application)
- Provide final notification of command approval to both the Employer and the HIRE VETS NOW Fellowship Program POC

**Please direct all inquiries regarding program enrollment and submit completed application of interest to:**

Lahoma Rodriguez  
Virginia Department of Veterans Services  
lahoma.rodriguez@dvs.virgnina.gov  
804.482.8514

**HIRE VETS NOW Fellowship Program Applicant Interest Form**

DATE OF INQUIRY: \_\_\_\_\_

NAME (LAST, FIRST): \_\_\_\_\_

CONTACT (PHONE OR EMAIL): \_\_\_\_\_

BRANCH OF SERVICE: \_\_\_\_\_

MILITARY RATING / OCCUPATION: \_\_\_\_\_

CURRENT RANK: \_\_\_\_\_

SEPARATION DATE: \_\_\_\_\_

*This is your actual End of Active Service (EAS)/ End of Active Obligated Service (EAOS) date.*

INTERNSHIP AVAILABILITY DATE: \_\_\_\_\_

*You are only eligible to begin an internship 180 days prior to your EAS/EAOS date.*

**About HIRE VETS NOW**

A joint initiative of the Virginia Chamber Foundation and the Virginia Department of Veterans Services, this program brings together transitioning Service members and dedicated businesses to share in camaraderie, professional development and career networking.



\*The Department of Defense and Service branches do not endorse any company, sponsor or their products or services.