



Public Lands Corps (PLC) Non-Competitive Hiring Authority



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Workforce and Inclusion

Objectives



Provide an overview of the Public Lands Corps (PLC) program and non-competitive hiring eligibility



Explain how to search for positions on USAJobs and use non-competitive hiring eligibility

Public Lands Corps (PLC) Non-Competitive Hiring



PLC Infographic



What is PLC?

A program that exposes and engages young people in public service. Public Land Corps (PLC) helps restore the nation's resources; trains a new generation of public land managers and enthusiasts; and promotes the value of public service.

PLC participants who worked 640 hours on appropriate conservation project(s) (including 120 hours on eligible service lands) can be non-competitively hired into Dept of Interior (DOI) positions through USAJobs. Participants must satisfactorily complete PLC service and track duties on the Work Log.

End of internship
PLC eligibility
paperwork

Signed
Work Hours
Verification

PLC
certificate



John Chen

John Chen

How to use PLC
non-competitive
eligibility

eligible for
two years

Search "Public Land
Corps" & DOI positions
on USAJobs to see
positions accepting
PLC.

PLC
age
requirements

Veteran
up to the
age of 35



or



Public Lands Corps (PLC)

Program Overview

- Department of the Interior (DOI), program that expands youth services opportunities and serves important conservation and societal objectives
- Consists of individuals **between the ages of 16-30, inclusive, and veterans 35 or younger**
- NPS works with appropriate youth partner organizations to select participants for the PLC programs/projects
Program Examples: TTAP, HBCUI, LHIP, MIS, CRDIP, & SIP

Youth Partner Organizations



Examples

- Conservation Legacy
- Environment for the Americas
- Greening Youth Foundation
- Student Conservation Association, Inc. (SCA)

Additional Organizations

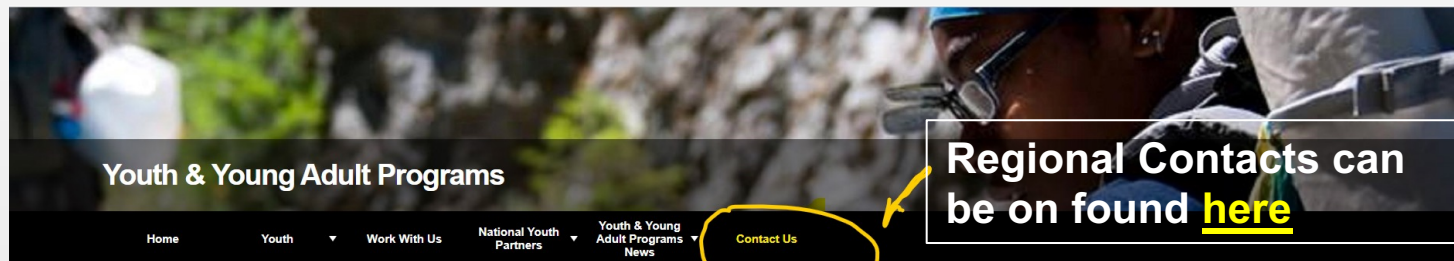
[National Park Service: Service Corps Partner Organizations Full List](#)

PLC Participant Responsibilities

- **Ensure completion of Participant Work Hours Verification Form**
 - Maintain work log (include description of work, location, dates, and hours worked)
- **Complete project hours on appropriate conservation projects**



National and Regional Youth Program Contacts



NPS.gov / Home / Contact Us

Contacts

If you have questions about opportunities in a specific park, please reach out to that park first. Find contact information for the visitor center by visiting the ["Find a Park"](#) page. If you have issues contacting the park, please reach out to the regional contacts below for general questions about a particular region's parks.

National Park Units within DOI's Unified Regions



National Park Service National Youth Contacts

WASO

- Ernestine White, ernestine_white@nps.gov, Youth Programs Division

PLC Participant Checklist

Within First Month

- Attend PLC webinar or view most recent recording of PLC webinar
- Obtain fillable PLC Work Hours Verification Form (week one)
- Begin to routinely track service hours on PLC Work Log (confirm internship work and hours meet PLC eligibility)

Last Month

- Complete PLC Work Hours Verification Form and obtain key signatures (may have multiple forms)
- Obtain accomplishment letter from site mentor/supervisor (last week) This is needed to record the participant service accomplishments and can be used in lieu of a formal evaluation when applying for federal jobs (may have more than one letter)

Post Program Completion

- After completing all 640+ hours, upon end of last internship service period, send PLC Work Hours Verification Form and work log to NPS Regional Youth Program Coordinator, or appropriate WASO Coordinator (only when interns are stationed at the Washington Office), for review, approval and signature; if all requirements are met, they will issue the PLC Certificate for Non-Competitive Eligibility

Public Lands Corps (PLC) Non-Competitive Eligibility

- Non-competitive hiring status granted to **former** PLC members who completed a minimum of 640 hours of satisfactory service on an appropriate conservation project(s) (including at least 120 hours in support of or on eligible service lands).
- Eligible for 2 years after completion of PLC service
- Used when applying to job opportunity announcement (JOA) on USAJobs
- Include Certificate of Eligibility and Work Hours Verification Form with application

PLC Paperwork needed for Non-Competitive Eligibility

- Signed Work Hours Verification Form (includes work log)
- Certificate of Eligibility (issued by an NPS Regional Youth Program Coordinator primarily or appropriate WASO Program Coordinator only when interns are stationed in the Washington office.)



Eligibility Checklist

Prior to Application

- Complete PLC service requirements
- Serve a minimum of 640 hours with at least 120 hours authorized by the PLC on public lands (or in support of public lands)
- Ensure that there is completed and signed PLC Work Hours Verification Form(s)
- Have signed PLC Certificate of Eligibility documenting completion of required service under the PLC program

Applying to Jobs

- Meet qualification requirements outlined on the job vacancy, including selective placement factors, positive education requirements, and physical requirements
- Have all needed documents, signed PLC Certificate, work hours verification form, and performance appraisal statement and accomplishment letter in lieu of a formal evaluation
- Apply for position within 2 years of completing the program (must start working prior to the expiration of the 2 years)

PLC Work Hours Verification

NPS Form 10-445 (Rev 8/22)



National Park Service
U.S. Department of the Interior

Public Land Corps (PLC) Work Hours Verification

Participant Info: To be completed by the participant or partner organization

Participant Legal Name:

Phone Number:

Email:

Mailing Address:

By signing, I certify that the information provided is true and accurate and I have completed and included the work log.

Participant Signature:

Date:

Partner Organization Info: To be completed by partner organization

Partner Organization Name:

Mailing Address:

Partner Supervisor Name:

Partner Supervisor Phone Number:

Partner Email:

Task Agreement #:

Additional Info: To be completed by the Supervisor/Mentor (NPS or other bureau/agency)

Supervisor/Mentor Name:

Position Title:

Phone Number:

Email:

Project Information

Park Unit/Division/Office:

City:

State:

Start Date:

End Date:

Does the project contain work that was performed on or in support of public, Indian, or Hawaiian home lands? Yes No

Project Type: Conservation Construction Restoration Rehabilitation

PLC hours completed on or in support of public, Indian, or Hawaiian home lands:

PLC Hours:

non-PLC Hours

Total Project Hours:

Was the Participant's Performance Satisfactory? Yes No

Provide details and justification of participants performance:

By signing, I certify the information provided is accurate and true

Supervisor/Mentor Signature

(NPS or other bureau/agency)

Date:

PLC Work Log Examples

Work Log – To be completed by the participant

Dates (Ex. weekly, or specific dates)	Work duties and include how they relate to an appropriate conservation project (Ex. Planted native species to restore prairie lands)	Location (Ex. Bear Lake trail, regional office)	Hours Worked
5/9/22 - 5/13/22	planted native species to restore prairie lands	Bear Lake Trail, Rocky Mountains	40
6/9/22, 6/11/22, 6/13/22	assisted in construction of trail realignment	Homestead NHP trail, Nebraska	24

PLC Form Instructions

Instructions to complete Public Land Corps (PLC) Work Hours Verification and attached Work Log

Complete a form and work log for each qualified conservation project. Due to the nature of working on multiple projects that are not individually 640 hours in length, there is a strong probability that participants will have multiple forms completed. When accumulated the total necessary hours requirement (640 hours with at least 120 hours being PLC hours) must be met before issuance of a non-competitive eligibility certificate. Likewise, a non-competitive eligibility certificate can only be issued to former PLC members, therefore, a certificate cannot be issued if the PLC participant is still working on their PLC project (even if the 640 hours requirement has been met).

Participant Information: To be completed by the participant or partner organization

- Enter Legal Name (do not use nick names).
- Enter phone number where you can be contacted if additional information is needed.
- Enter an email where you can be contacted and receive information (preferably not a government or school email address).
- Enter mailing address.
- Signature certifying that information is true and accurate and that the work log is attached (enter date signed as well).

Partner Organization: To be completed by the partner organization

- Enter name of organization.
- Enter mailing address.
- Enter name of someone at partner organization that can verify time worked on the work hours verification form. This individual may or may not know the Task Agreement number. If individual does not know the Task Agreement number, they must contact someone in the organization that can assist with providing it.
- Enter the phone number where the partner supervisor can be contacted for information verification/clarification.
- Enter the email address where the partner supervisor can be contacted for information verification/clarification.
- Enter the financial Assistance Task Agreement number that is associated with the project on which the participant is working. If the project is being used to satisfy Public Land Corps. service requirements, the Task Agreement must cite the legal authority that references the Public Lands Corps Authority.

Supervisor/Mentor: To be completed by the supervisor/mentor from NPS (or another bureau or agency)

- Enter name of supervisor/mentor at NPS site. This can also be the local supervisor/mentor of a non NPS worksite where the participant is performing service (this is different than the partner organization supervisor).
- Enter position title of supervisor/mentor.
- Enter the phone number where the supervisor/mentor can be contacted for information verification/clarification.
- Enter the email address where the supervisor/mentor can be contacted for information verification/clarification.

PLC Form Instructions

Project Information

- Enter the name of the Park, Division, and/or Office where the project took place. For example, National Capital Area, Cultural Resources Division, or Devils Postpile National Monument, Maintenance Division. Even though the project is under one “home” park or office, the participant may perform work in different locations than the home park. Locations of where work is performed must be specified in the participant’s attached work log.
- Enter the city and state where the park/office is located.
- Enter the start and end dates for the project.
- Answer if the project met the PLC requirement of containing work that was performed on or in support of public, Indian, or Hawaiian homelands as defined in [16 U.S. Code Subchapter II](#). Public lands means any lands or waters (or interest therein) owned or administered by the United States, except that such term does not include any Indian lands. Indian Lands means (A) any Indian reservation; (B) any public domain Indian allotments; (C) any former Indian reservation in the State of Oklahoma; (D) any land held by incorporated Native groups, regional corporations, and village corporations under the Alaska Native Claims Settlement Act [43 U.S.C. 1601 et seq.]; and (E) any land held by dependent Indian communities within the borders of the United States whether within the original or subsequently acquired territory thereof, and whether within or without the limits of a State. Hawaiian home lands means all lands given the status of Hawaiian home lands under section 204 of the Hawaiian Homes Commission Act, 1920 (42 Stat. 110), or under the corresponding provision of the Constitution of the State of Hawaii adopted under section 4 of the Act entitled “An Act to provide for the admission of the State of Hawaii into the Union,” approved March 18, 1959 (Public Law 86-3; 73 Stat. 5).
- Check the applicable box for the type(s) of work that the project entailed. More than one box can be checked.
- Projects may contain work that does not meet criteria to be classified as PLC hours (e.g. work performed was not on or in support of public, Indian, or Hawaiian home lands; type of work is not considered an appropriate conservation project as defined in [16 U.S. Code Subchapter II](#).) Appropriate Conservation Project means any project for the conservation, restoration, construction or rehabilitation of natural, cultural, historic, archaeological, recreational, or scenic resources. Enter the number of hours classified as PLC hours and then enter the number or hours classified as non-PLC hours. Add the two types of hours together to get the total project hours that must be entered.
- Answer whether or not the participant’s performance was satisfactory. There is no standard performance appraisal process for PLC members, therefore this question should be answered based on what supervisor’s/mentor’s consider satisfactory (e.g. work was generally performed on time, and outcomes were as expected, participant followed instructions, etc.). As a note, remember that these are more developmental positions and PLC participants are not being rated as government employees.
- Provide details/justification to support why or why not the participant’s work was marked as satisfactory.
- Signature certifying that the information provided is true and accurate.

PLC Form Instructions

Work Log: To be completed by the participant

- Enter timeframe for work duties as weekly or specific dates. For example, 5/9/22 – 5/13/22 or 5/9/22, 5/11/22, and 5/13/22. If the same work was done for a full week, you don't need to list out the specific dates. If alternating duties between dates, using the specific dates would be more accurate.
- Enter the work duties that you performed. Be as specific as possible and make sure that if it was related to an appropriate conservation project, the description contains the necessary information to correlate to that. For example, *planted native species to restore prairie lands; or assisted in construction of trail realignment.*
- Enter the specific location where the work duties were performed. For example, *Bear Lake Trail, Rocky Mountains or Big Bend visitor center.*
- Enter the number of hours spent doing the duties.



PLC Certificate for Non-Competitive Eligibility



Department of the Interior, National Park Service
PLC Certificate for Non-Competitive Eligibility
Certification of service for federal hiring under the Public Lands Corps Act.

This is to certify that

(Name of Participant)

has satisfactorily served as a Public Lands Corps member and completed a minimum of 640 hours on an appropriate conservation project(s), that included at least 120 hours on or in support of eligible service lands for the term(s) of service indicated below:

*Start Date of Service: _____

*Completion Date of Service on Last PLC Project: _____

Total PLC Hours Completed: _____ Total Non-PLC Hours Completed: _____

Total Hours Completed: _____

*start date is the first date of service where hours begin counting toward the 640 hours. Completion date is the date that the participant finished their service on their last PLC project.

I certify the former PLC member is eligible for non-competitive hiring for a period of two (2) years after the completion of the individual's last PLC project indicated above, in accordance with the Public Lands Corps Health Forests Restoration Act of 2005, P. L. 109-154 (as amended).

Certified by:

Printed Name

Signature

Date

Title/Phone Number

PLC-Process Overview

1. Track your work

-Keep a daily log of your work, to include: detailed description of work, project location, dates, times, and who you worked with.

2. Record Work on Verification Form

- As you track your work, make sure you complete the work log and get the verification form signed by key personnel.

3. Ensure You have Completed All Requirements

- Completed a minimum of 640 hours of satisfactory service on appropriate conservation project(s) (including at least 120 hours on or in support of eligible service lands).

4. Obtain PLC Certificate for Non-Competitive Eligibility

-Provided by NPS Regional Youth Program Coordinator or appropriate WASO Program lead, when the participant is stationed at the Washington office. Eligibility is valid for 2 years.

5. Apply for a Job through USAJOBS

-Include appropriate documentation (signed PLC Certificate, work hours verification form, and statement regarding lack of performance appraisal and accomplishment letter in lieu of a formal evaluation).

Navigating USA Jobs with PLC



Finding Positions on USAJOBS



- PLC is only accepted on specific job announcements
- Filter to Department of the Interior positions **and** search “Public Land Corps” (include quotations)

Keywords

Job title, dept., agency, series or occupation

Location or Remote

City, state, zip, country or type remote

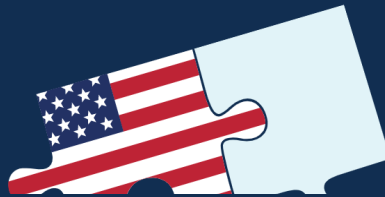
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The federal government offers unique hiring paths to help hire individuals that represent our diverse society. Learn more about each hiring path and your eligibility.



Open to the public

U.S. citizens, nationals or those who owe allegiance to the U.S.



Federal employees

Current or former, includes the competitive and excepted services



Veterans



Military spouses

Keywords

Job title, dept., agency, series or occupation

Location or Remote

City, state, zip, country or type remote

Search

Search tips

Explore hiring paths

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Open to the public

U.S. citizens, nationals or those who owe allegiance to the U.S.



Veterans



National Guard & reserves

Current or prospective members



Senior executives



Family of overseas employees



Peace Corps & AmeriCorps VISTA



Federal employees

Current or former, includes the competitive and excepted services



Military spouses



Students & recent graduates



Individuals with disabilities



Native Americans

American Indian or Alaskan Native



Special authorities



Keywords

"public land corps"

Location

City, state, zip, or country

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Department of the Interior ✕

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Viewing 1 - 25 of 65 jobs

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Park Ranger (Protection)

National Park Service

Department of the Interior

Multiple Locations

New River Gorge National Park and Preserve

Open 05/17/2022 to 06/01/2022

Starting at \$44,740 (GL 7-9)

Permanent • Full-time



Contract Specialist

National Park Service

Starting at \$54,727 (GS 9-12)

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Federal Employees (196)

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- Excepted service (1)
- Internal to an agency (1)
- Career transition (CTAP, ICTAP, RPL) (64)
- Land & base management (65)

Armed forces (118)

- Veterans (63)
- Military spouses (55)

Physical Science Technician

DEPARTMENT OF THE INTERIOR

[National Park Service](#)

Mojave Desert Network in the Inventory and Monitoring Office (MOJN I&M)

Summary

Duties

Requirements

How you will be evaluated

Required documents

How to Apply

Summary

Career-Seasonal appointments are permanent positions and include the same benefits as Career appointments, but do not provide work on a year-round basis. You will work from approximately August - June, and you will be in a **non-pay status** for at least one pay period the remainder of the year.

Open to the first 50 applicants or until 06/01/2022 whichever comes first. All applications submitted by 11:59 (EST) on the closing day will receive consideration.

[Learn more about this agency](#)

Apply

Print

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Overview

[Help](#)

Accepting applications

Open & closing dates

05/18/2022 to 06/01/2022

This job will close when we have received **50 applications** which may be sooner than the closing date. [Learn more](#)

Salary

\$36,756 - \$53,265 per year

Pay scale & grade

GS 5 - 6

Location

1 vacancy in the following location:

[Boulder City, NV](#)

1 vacancy

Telework eligible





No

Travel Required

75% or less - You may be expected to travel for this position.

THIS JOB IS OPEN TO

[Help](#)

-  **Career transition (CTAP, ICTAP, RPL)**
Federal employees who meet the definition of a "surplus" or "displaced" employee.
-  **Federal employees - Competitive service**
Current or former competitive service federal employees.
-  **Land & base management**
Certain current or former term or temporary federal employees of a land or base management agency.
-  **Veterans**

Clarification from the agency

We are accepting applications from: 1. Current, permanent Federal employees serving under a career or career-conditional appointment in the competitive service; 2. Reinstatement Eligibles; 3. CTAP/ICTAP Eligibles in the local commuting area; 4. VEOA Eligibles; 5. Current or former time-limited employees eligible under the Land Management Workforce Flexibility Act (LMWFA); and 6) Individuals who are eligible for consideration under special hiring authority, **Public Land Corps (PLC)**.

Applying for a Job



- **Required Documents**
 - PLC work hours verification
 - PLC certificate of eligibility
 - Federal Resume
 - Other documents in the required documents section
 - Announcements may require a performance appraisal (or explanation if you do not have one).
 - Example Explanation:
As a non-federal employee, I do not have a formal performance evaluation, however, I have included an accomplishment letter.

Helpful Job Seeker Links

- OPM Federal Jobs website
<http://www.USAJobs.gov>
- OPM, Applying for Jobs on USAJobs
<https://www.youtube.com/user/usajobsapp>
- Writing your Resume
<https://www.youtube.com/watch?v=8YX7o1PBoFk>
- Partnership for Public Service, Applying for a Federal Job
<https://gogovernment.org/applying-for-a-federal-job/>

QUESTIONS

