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STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
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TO: Agency Directors
Deputy Directors
Administrators
Agency Liaisons

FROM: Mandee Bowsmith, Administrator *Mandee Bowsmith*
Division of Human Resource Management

SUBJECT: State of Nevada SkillBridge Program

The State of Nevada has been approved as a U.S. Department of Defense (DoD) SkillBridge program employer partner, which allows service members to complete internships and training with state government agencies in preparation for the transition to civilian employment during the final six months of their service contract.

The Division of Human Resource Management (DHRM) officially launched the State's SkillBridge program on October 1, 2022 and welcomes any state agencies that wish to actively participate in the program. Internships through this program are at no cost to the State as service members continue to receive full compensation and benefits from DoD. To be an active participant in the program, state agencies must provide the following to DHRM:

- A training plan with objectives, tasks, roles, schedule (to not exceed 40 hours per week) and responsibilities.
- Identification of the location(s) where the internship will be available, the approximate duration of the internship (not to exceed 180 days), if cohorts are accepted (3 or more participants at one time), if online training will be available, and which classifications candidates may be considered for upon successful completion of the program.
- A signed interagency MOU with DHRM that outlines the roles and responsibilities of both agencies in managing candidates.

For more information about the SkillBridge program, please contact Doug Williams, Veterans Coordinator, at dougwilliams@admin.nv.gov.

MB:bg/eh