



EDUCATION AND EMPLOYMENT INITIATIVE (E2I)  
OPERATION WARFIGHTER (OWF)

INFORMATION BRIEF



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# Areas of Discussion



- Recovery Coordination Program (RCP)
- Mission & Vision
- Education and Employment Initiative (E2I)
- Operation Warfighter (OWF)



# Recovery Coordination Program



## Purpose:

- Provides comprehensive resources that assist Recovering Service Members (RSMs) with their transitioning and support military families to meet their needs and achieve their goals.

## Objectives:

- Primary: Oversees and executes policy that standardizes non-medical care provided to wounded, ill, and injured Service members across military departments throughout the continuum of care.
- Secondary: Monitors and reports on the accessibility, utilization, and performance of DoD and Service-led warrior care programs.

## Background:

- National Defense Authorization Act for FY 2008 (Public Law 110-181) directed DoD to improve the care, management, and transition of recovering Service members.





**Mission:** Proactively support Recovering Service Members (RSMs) in recovery and reintegration back to the armed forces or transition into civilian status.

**Vision:** Ensure the nation's RSMs are well-prepared for the next step in their lives through career development, furtherance of education, and seeking employment opportunities.



# Education and Employment Initiative (E2I) / Operation Warfighter (OWF)



- Authority: USC Title 10, Section 1142 -1144 Governed by: DoDI 1300.25 “Guidance for the Education and Employment Initiative (E2I) and Operation Warfighter (OWF)” – March 2013
- E2I:
  - Coaches RSMs in developing a transition goal plan for education, employment or both in order to assist them in broadening their capabilities in support of their needs and goals
  - Assists RSMs with seeking new career opportunities beyond military
  - Works with Veterans Readiness and Employment (VR&E) counselors who assess and identify new skills of the RSMs
  - Reinforces skills by matching certifications and training for no cost; aids in use of available resources for furthering education and employment needs
- OWF:
  - Federal internship program for RSMs
  - Connects identified Federal agency internships with interested RSMs
  - Maximizes recovery time, provides valuable work experience in a non-military environment, and assists with developing new skills
  - Provides benefit of career preparedness upon transition to civilian life



# Why We Do It...



## The Education and Employment Initiative (E2I) and Operation Warfighter (OWF) Programs:

- Enhance recovery, rehabilitation and reintegration for RSMs assigned to Service Wounded Warrior Programs or enrolled in the Integrated Disability Evaluation System (IDES)
- Promote “wellness to wholeness” as part of a comprehensive recovery plan by proactively and timely engaging the RSM
- Strengthen the services management of RSM’s wellness to wholeness by focusing on their transition needs in support of their goals



# Education and Employment Initiative (E2I)



## Goals and Objectives

- E2I operates with the goal of engaging RSMs early in their recovery process to identify the skills they have, career opportunities that match those skills, and any additional skills they will need to be successful and participate in desired educational and/or employment opportunities.

## Education and Employment

- E2I Regional Coordinators (RC's) work with the RSMs to determine education requirements for desired career path. These educational requirements may include formal degree programs or training, certification and licensing programs.
- RC's build relationships by developing partnerships with federal and private organizations across different industries. These partnerships are essential for identifying career matching opportunities for transitioning RSMs.



# Advantages of E2I



- One on one transition planning support and assistance by a DHA Recovery Care Coordinator
- Recovering Service Members are connected with education and employment opportunities for a successful transition from military to civilian life
- Over 2,000 Vet-ready private sector employers and education providers
- Strengthen job readiness by connecting RSMs to the necessary resources to prepare for career transition
- VR&E and DOL support; education and/or employment opportunities





# Operation Warfighter (OWF)



## Goals and Objectives

- The main objective of OWF is to place RSMs in supportive work settings that positively impact their recovery.

## The OWF Model

- OWF strives to demonstrate to participants that the skills obtained in the military are transferable to civilian employment. For RSMs who will return to duty, the program enables these participants to maintain active skill sets and provides the opportunity for additional training and experience that can subsequently benefit the military.

## How OWF Works

- The first step of the OWF process is to obtain “medical and command approval” from the RSMs primary care manager and chain of command. Once an RSM is determined to be ready to participate, a Regional Coordinator assists the individual in identifying an internship opportunity based on their interests and capabilities.
- Once placement is agreed upon, the OWF Regional Coordinator works with the RSM and the agency to obtain necessary onboarding requirements and workplace accommodations.



# OWF Type of Talent



# Benefits of Taking on a OWF Intern



- **Fresh perspectives**

- OWF Federal Interns can establish unique insight and may be able to effectively contribute to role and department advancements.

- **Increased productivity**

- OWF Recovering Service members are eager and often experienced individuals who can contribute to collective development within agencies and programs.

- **Cost**

- OWF federal internships are a cost-free solution for agencies and programs available roles.



# Approval to Participate in OWF



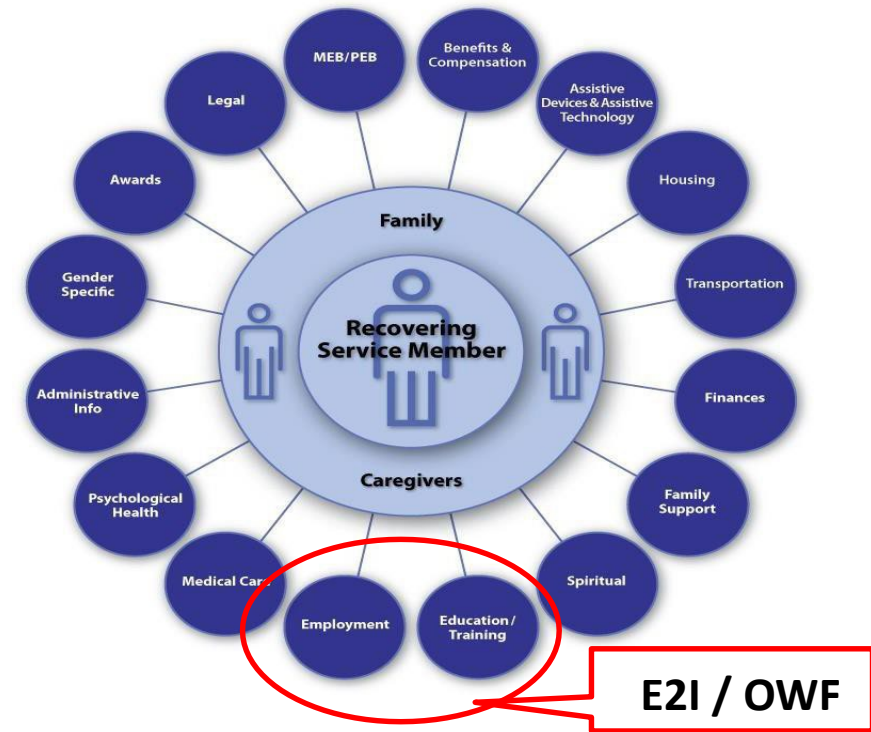
- Internships WILL NOT interfere with medical profile or adversely affect recuperation
- Must be approved by medical and command representatives



A **medical evaluation** concludes the Service member is medically, physically and emotionally ready to participate while continuing medical treatment




Chain of Command approves the participation in the OWF internship program, but does not relinquish command authority



# OWF Intern Request Form



**Operation Warfighter Intern Request Form**

The purpose of this form is to capture internship requests by participating organization in Operation Warfighter (OWF). This form will aid OWF Coordinators in effectively matching recovering Service members with internship opportunities.

Participating organization must complete and digitally sign this form. The form must then be saved and e-mailed as an attachment to the appropriate OWF Coordinator.

**Part A – Organization Information**





Name of Organization \_\_\_\_\_  
Organization Mission/Description \_\_\_\_\_  
Organization HR/OWF Administrator Name \_\_\_\_\_  
Job Title \_\_\_\_\_  
Telephone \_\_\_\_\_ Email \_\_\_\_\_

**Part B – Intern Supervisor Point of Contact**

Name \_\_\_\_\_  
Job Title \_\_\_\_\_  
Telephone \_\_\_\_\_ Email \_\_\_\_\_

**Part C – Internship Overview**


Internship duties and responsibilities \_\_\_\_\_  
Desired qualifications and skills of interns \_\_\_\_\_  
Number of interns you would like to host: \_\_\_\_\_  
Internship Address: \_\_\_\_\_  
Minimum length of time for internship \_\_\_\_\_  
Minimum level of security clearance needed for internship: \_\_\_\_\_  
Is worksite close to public transportation? Yes  No   
If yes, please provide details: \_\_\_\_\_  
Is parking available? Yes  No   
If yes, how does the Organization plan to accommodate parking? \_\_\_\_\_  
Is suitable space/equipment available for the intern? Yes  No   
If yes, is it adaptive to accommodate the intern's potential needs? Yes  No

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# OWF Placement Form



**Operation Warfighter Placement Form**

This document is used to capture critical information about each Intern placement. The organization's Internship Program Coordinator is responsible to review and complete this document prior to the start of an internship. Once it is complete, the organization's Internship Program Coordinator and Intern digitally sign the document to confirm the accuracy of the information and acknowledge their agreement with the outlined terms and conditions. The signed document should then be e-mailed as an attachment to the Regional Coordinator.

**Part A – Service Member Information**

Name (e.g., John Smith):

Rank

Mobile Number  Email

Unit Point of Contact Name:

Phone  Email

**Part B – Organization Information**

Supervisor Name

Telephone  Email

Organization  Sub-component

Work Address





**Part C – Responsibilities**

The Intern's responsibilities under this Agreement are:

- To perform the duties listed in Intern Development Plan (IDP).
- To adhere to all organization standards and policies including those relating to conduct, safety, honesty, integrity, and confidentiality of records.


The Organization's Internship Program Coordinator responsibilities under this Agreement are:

- To provide a suitable work space and/or equipment for the Intern to perform the services under this Agreement
- To provide relevant duties and sufficient guidance to afford the Intern the opportunity to successfully perform those duties ensuring a positive contribution to the organization's mission and creating a "success" environment.
- In conjunction with the intern; create an Intern Development Plan, and meet to review progress after the initial 30 days.
- Provide a Record of Achievement at the end of the internship noting accomplished tasks, goals, training, certifications, skills, and other quantifiable data.

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# OWF Intern Development Plan



## Operation Warfighter Intern Development Plan

### Introduction

The Intern Development Plan (IDP) documents the specific tasks associated with each internship, as well as goals for the recovering Service member related to their internship experience. Within two weeks of the internship start date, the recovering Service member and the organization supervisor will record tasks, projects, trainings, certifications, etc., to be accomplished, and will identify development areas that will add the greatest value and help accomplish the recovering Service member's goals. Goals should be both realistic and challenging.

After 120 days from the start of the internship, a progress review will be conducted. At the end of the internship, a record of the Service member's achievements during their time with the organization must be created, agreed upon, and signed by the recovering Service member and his or her internship supervisor.

**Some possible questions/points of discussion to assist the Service member and supervisor in creating the Intern Development Plan include:**

- What are the recovering Service member's career and/or education goals?
- How can the internship help to accomplish those goals?
- What length of time does the recovering Service member expect to be in the internship?
- What trainings, certifications, and skills can be achieved during the internship?
- What are the organization's expectations?

**Some recommendations for recovering Service members to successfully complete their IDP:**

- To check progress toward your goals, request feedback from others. This will help you develop bullets for your efficiency report as well as your resume.
- To ensure your continued progress, block at least 15 minutes each week to review the IDP. This small amount of time each week will make reviewing the IDP a part of your routine and daily discipline.
- To avoid obstacles that may keep you from your development priorities, discuss them with your supervisor and Recovery Team (transition coordinator, nurse case manager, occupational therapist, etc.) to find ways to overcome them.

**Some helpful hints for supervisors working with recovering Service member interns to develop an IDP include:**

- Suggest ways the recovering Service member can develop or maintain skills and where to focus efforts.
- Share knowledge about the organization's culture, your personal experiences in working for the organization, recommended trainings, and contacts. Help the recovering Service member to establish a network.
- Provide guidance on ways to accomplish tasks and ensure the recovering Service member has any equipment or resources necessary to accomplish the work to be done.

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## Federal Agency Internship Details

- Internships can last 120 days
- The Regional Coordinator is your liaison throughout the internship.

## Federal Internship Exit


- Within the final 30 days of the internship, the agency provides a completed Exit Interview form to the Regional Coordinator.





# Agency Exit Interview





## Operation Warfighter (OWF) Federal Agency Experience Interview

### Overview

The purpose of this form is to collect feedback on the performance of the intern you were supervising and to better understand your experience with Operation Warfighter (OWF). Your feedback will help us improve the program for current and future participants.

### Part A - Demographic Information

#### \*1. Region

- Great Plains / Rocky Mountains: MN, ND, SD, NB, KS, CO, NM, UT
- Mid-Atlantic: Southern VA, NC, SC
- Mid-West: MI, IN, KY, TN, WI, IL, IA, MO
- National Capital Region (NCR): MD, DC, Central and Northern VA, WV
- Northeast: ME, NH, VT, MA, RI, CT, NY, NJ, PA, OH
- Northwest: WY, MT, ID, WA, OR, Northern CA
- South Central: AR, OK, Northern to Central TX
- South: AL, MS, LA, Central to Southern TX
- Southeast: GA, FL
- Southwest: AZ, NV, Central and Southern CA

#### \*2. Reviewer Information

Name

Agency / Sub-Agency

City, State

Phone

Email

#### \*3. Intern Information

Name

Rank/Installation

#### \*4. The Service Member Successfully Exited the Internship (YES or NO)

\*Internship completed (unless mutually agreed to end early) with benefits to agency and intern

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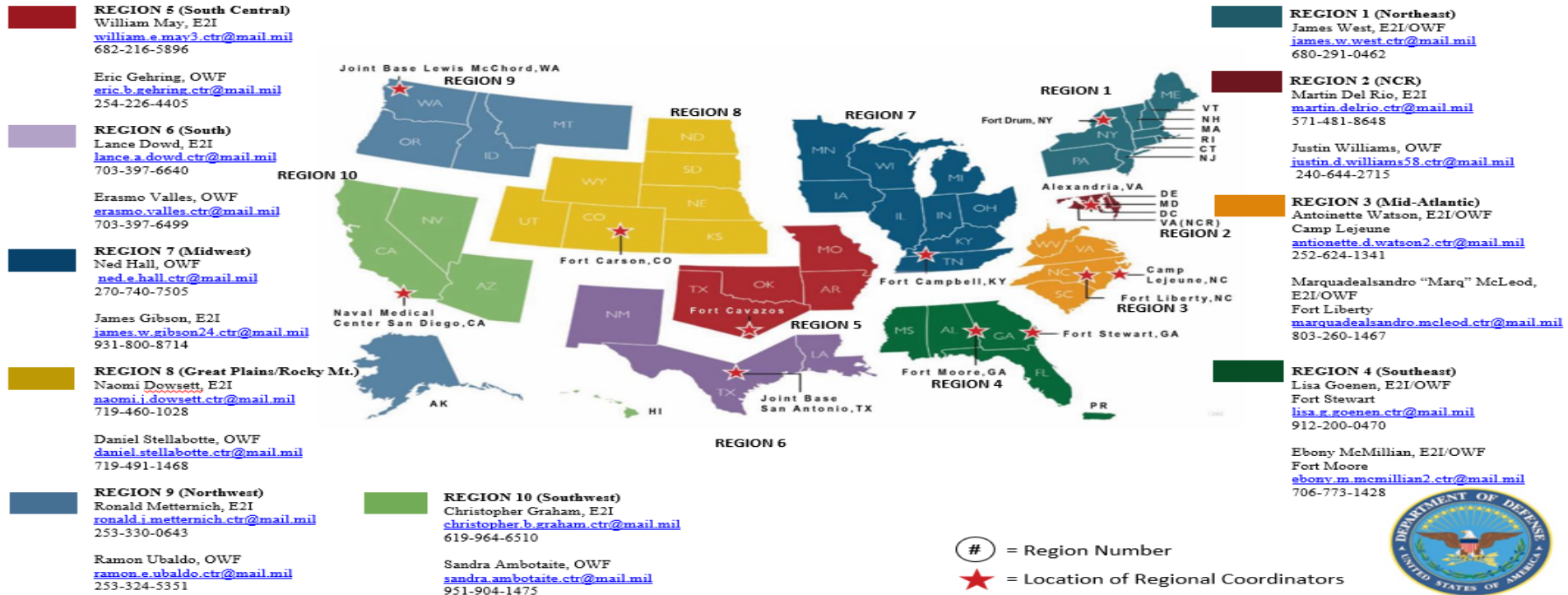
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# E2I/OWF Regional Map



## E2I/OWF Regional Coordinators as of 09-03-2024



# Recovery Coordination Program Leadership Contacts



CDR Monica Gonzalez, Director, Recovery Coordination Policy

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# Social Media Platforms



## Warrior Care

- **Warrior Care:** <https://www.warriorcare.dodlive.mil>
- **FB:** <https://www.facebook.com/WarriorCare>
- **IG:** <https://www.instagram.com/wariorcarephotos>
- **YouTube:** <https://www.youtube.com/user/WarriorCare>
- **Flickr:** <https://www.flickr.com/photos/warriorcarephotos>
- **OWF:** <https://www.linkedin.com/company/>

## National Resource Directory (NRD)

- **NRD:** <https://www.nrd.gov>
- **FB:** <https://www.facebook.com/NationalResourceDirectory>
- **Linkedin:** <https://www.linkedin.com/in/nationalresourcedirectory/>





Thank You  
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