



Strategic Alignment

The MnROW program supports MnDOT's Workforce Excellence and Operational Excellence strategic priorities. The program focuses on **(1) skills, learning, and growth**, **(2) diversity and inclusion**, and **(3) strategic staffing**; which are components of the Workforce Excellence scope. The program also focuses on **(1) innovation**, and **(2) adapting to the challenges and opportunities associated with changes in workforce demographics and the labor market**; the fundamental components of the Operational Excellence strategic priority.

Why MnROW?

Due to changing demographics and a shortage of skilled workers in the labor market, MnDOT must continue to find new and innovative ways to be proactive in our retention efforts. Retaining the talent we have invested time, money, and training resources in is not only a wise business model, but puts the agency on the cutting edge of strategic retention. The delivery of critical MnDOT programs could be in jeopardy without a skilled, diverse workforce.

The MnROW program specifically focuses on retaining employees with the skills, knowledge, abilities and experience MnDOT needs to be successful both today and in the future.



MnROW: Retaining Our Workforce

The MnROW program was established in 2017 as a strategic retention program designed to retain MnDOT's top talent within the department.

Mission

The mission of MnROW is to retain recent Seeds program graduates by providing full-time, on-the-job development positions, making employees highly qualified to compete for permanent jobs within MnDOT. MnROW is part of MnDOT's career pathway programs pipeline.

Vision

The program's vision is to extend MnDOT's diverse workforce by providing job and career development opportunities to recent graduates.



Target Audience

MnROW's target audience is high-performing recent college graduates who have been employed at MnDOT but have yet to be hired into permanent positions.



Did you know?

MnROW is one of five retention-based programs:

1. Phoenix Internship Program
2. Civil Engineering Internship Program
3. Seeds Student Worker Program
- 4. MnROW Program**
5. Grad Engineer and Land Surveyor Program

For more information about these and other programs, visit mndot.gov/careers





Who Qualifies

To be eligible for a MnROW position, you must be a recent Seeds student worker graduate. Seeds student workers are students who meet one of (5) five categories: minorities, economically disadvantaged, disabled, recently separated veterans and women in STEM and nontraditional career fields.*

** In the future, the program may open eligibility to other student workers on a case by case basis depending on funding and other variables.*

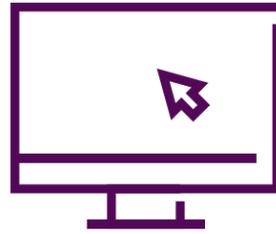
Connect 700 eligibility

Connect 700 employees are eligible to apply for MnROW positions, however since MnROW positions are temporary, the Connect 700 trial period does not apply. To best utilize both programs, Connect 700 eligible employees can start their trial period after their MnROW one-year appointment has ended if an eligible Connect 700 position is open.



Appointments

The primary appointment type for MnROW positions is temporary, however the program has expanded to include temporary unclassified appointments on a case by case basis.



The key differences in the two appointment types are:

	Temporary Appointment	Temporary Unclassified
Sick and vacation accrual		✓
State benefits package eligible		✓
ESR insurance eligible*	✓	✓
Requires MnDOT only posting		✓
Can place employee in job without posting	✓	
Can be converted to a permanent position		✓

** Employer Shared Responsibilities (ESR) is a provision of the Affordable Care Act (ACA) that requires employers of a certain size to offer coverage to all employees averaging 30 hours per week.*

Position classifications are determined between the hiring office/supervisor and the designated HR staffing representative based on the proposed position description and job audit process. Examples of classifications filled include:

- Research Analyst
- Chemist 1
- Information Officer 1
- Auditor 1
- Transportation Program Specialist 1

Appointment Duration

All MnROW positions are for one year. In some cases, appointments may end early if the employee gains permanent employment before completing the one-year duration.

Funding

MnROW currently has an annual budget of approximately \$250,000. MnDOT receives an annual reimbursement for the MnROW program through the U.S Department of Transportation, Federal Highway Administration's Workforce Development & Disadvantage Business Enterprise Programs.



Typically, the program can sustain 5 – 10 employees depending on the cost split breakdown. Cost to the office/district is negotiable and dependant on the number of employees in the program and funding availability.

- If the cost of the positions is split 50/50 between the program and the hiring office, MnROW can fund 10 positions in a fiscal year.
- If the cost of the positions are covered 100% by MnROW, 5 positions can be maintained in a fiscal year.

Offices cover up to 50% of the employees' salaries (salaries depend on the classification filled).

Funding strings

MnROW utilizes swift Appropriation IDs: T790083 (Engineering Related services) and T790081 (Maintenance operations).

Salary

Employees typically start at step one of the associated compensation grid for the classification being filled. Additional steps may be granted based on students' education and experience.



Participant Responsibilities

All employees who are a part of the MnROW program are required to participate in the Leadership Development Program. Participation in the Leadership Development Program enables employees to gain a variety of skills, exposure to different aspects of MnDOT, and network with other employees.

Employees are also responsible for actively seeking a permanent position either in their current office, other areas within MnDOT, or other state agencies. The program manager will frequently send job openings related to the employees' background for consideration throughout the year.

Employees complete an exit interview when their appointment ends.