



How to Get Started

Application Process

The Military Spouse Employment Partnership includes industry-leading organizations with a sound business history that embrace multiple work environments, maximize results and retain a skilled workforce. They are a committed group of employers seeking diverse talent with global perspectives — qualifications found in military spouses.

Do you think your company is a great fit for MSEP?

Basic eligibility requirements

Companies interested in joining MSEP must demonstrate five or more years of business experience, charge no fees or costs associated with employment opportunities for military spouses and exhibit the following:

Sound Business Practices

Broad Diversity Efforts

Financial Stability

Application and vetting process

If MSEP eligibility requirements are met, companies are encouraged to apply for MSEP partnership.

1. Companies can access and complete the application form on the [MSEP Career Portal](#). (Note: VP-level representative must read the application and agree to all MSEP criteria before the application is submitted.)
2. An MSEP representative reviews the application and conducts additional research.
3. The MSEP representative provides the application package to the Department of Defense for consideration.
4. DoD conducts a phone interview with the potential partner and MSEP representative.
5. DoD reviews the complete application package and makes a membership acceptance recommendation to the Deputy Assistant Secretary of Defense for Military Community & Family Policy.
6. Once accepted for membership, new partners must provide additional information, such as their logo and designated point of contact, and sign the MSEP Statement of Support.

Partner application data

Now that you are ready to submit an application, use the checklist below to be sure you have all required information.

- ✓ Contact information for:
 - Senior leaders
 - MSEP Statement of Support signatory
 - VP-level representative
 - Primary point of contact (for routine communication)
 - Secondary point of contact (for job postings, links and data exchange)
- ✓ Method used to load jobs (XML feed or manual)
- ✓ Dun & Bradstreet number
- ✓ Partner headquarters address
- ✓ Number and locations of facilities, including those overseas
- ✓ Total number of employees (both within and outside of the continental United States)
- ✓ Company description (including major and secondary industry sectors)
- ✓ Website URL and social media links
- ✓ Employment offered (types of jobs, levels, upward mobility opportunities, full-/part-time, flexible or virtual)
- ✓ Corporate diversity efforts

Connect with MSEP



<https://facebook.com/MSEPOnline>



<http://linkedin.com/groups/Military-Spouse-Employment-Partnership-MSEP-4445979/about>



<https://twitter.com/MSEPjobs>



<http://linkedin.com/groups/Military-Spouse-Employment-Partnership-MSEP-4159976>



The Military Spouse Employment Partnership is part of the Department of Defense Spouse Education and Career Opportunities program that offers comprehensive information, tools and resources to support military spouse career exploration, education and training, employment readiness and career connections. For more information about MSEP, visit <https://msepjobs.militaryonesource.mil/>.