

Spring 2025 CMP | Overview & Application FAQ's



Overview

Q What is the Career Mobility Program?

The Career Mobility Program is a full-time 10-week, virtual, paid program specifically for hourly field associates, focusing on networking, SSC exposure, diversifying skillsets & career growth.

Q What can I expect to gain from the Career Mobility Program?

Associates will be placed on an SSC team and apply field expertise to a project with business impact. They will learn more about the various SSC departments and have the opportunity to expand their network and develop themselves.

Q What are the program dates?

March 3 – May 2, 2025

Q Am I guaranteed to receive a full-time Store Support Center job offer by participating in the program?

No, participating in the Career Mobility Program does not guarantee a full-time Store Support Center job offer. Associates are encouraged to network and apply for roles they are interested in/qualified for throughout the program, but placement into full-time Store Support Center roles are not guaranteed. At the conclusion of the program, associates who have not received a full-time offer for a Store Support Center role transition back to an equivalent role in their field location.

Application Process

Q How long are applications open for?

Applications for the Spring 2025 cohort will be open from September 3 – October 1, 2024. Applications submitted outside that window will not be accepted.

Q What is the selection and assessment process?

Upon completing the application, if eligible, you will receive an assessment. The assessment has no time limit, and usually takes about 14 minutes to complete. The assessment measures the following traits, which have been determined to be key indicators of success in this role:

- Teamwork: Prioritize collaboration and communicate openly with team members
- Willing to Learn: Potential to learn new information and solve problems
- Responsibility: Proactive involvement in work and dedication to complete tasks

Q Who will be communicating with me throughout the process to ensure I understand next steps?

Associates selected to participate will receive a communication with details about the program at the beginning of January. Throughout the program they will receive communication from their manager, mentor, HR Partner, team leaders, and leaders throughout the company. There will also be several resources associates have access to that will allow them ask questions through the spring as well.

Have additional questions? Email CareerMobilityProgram@HomeDepot.com

Spring 2025 CMP | Logistics & Programming FAQ's



Equipment

- Q Do I need to have my own equipment?**
Associates will receive a Dell laptop to complete their work. Equipment will be delivered to the associate's home. The onboarding activities on Day 1 do require associates to have access to another laptop.
- Q What if I don't have WIFI or internet access at home?**
The majority, if not all, of the program will be conducted virtually. Associates need WiFi to complete the assigned work.

Current Role

- Q What happens with my current role and pay?**
Your current position should be held while you complete the program. You will retain your same pay and benefits throughout the duration of the program and will be able to return to your position or position equivalent in the field after the program.
- Q When is the last day I can work in the field prior to the program starting?**
All shifts for a participant's field role should end before midnight on March 3rd, 2025. Associates should not be scheduled/ allowed to work overnight on Sunday, March 2nd, as this causes issues with the transfer.
- Q Will I work my current role in the field in addition to the program?**
No. You will work fulltime (40 hours) for the Career Mobility Program. You will be formally transferred to the SSC and will work virtually, Monday – Friday for your SSC business function.
- Q Can I work at my store location over the weekend or on my own time outside of the program schedule?**
No. Associates are not permitted to work in the stores during the program as they will be moved internally in Workday and classified as an SSC associate reporting to their function's cost center.

Programming & Projects

- Q What will my hours be?**
- CMP participants will work 40 hours per week and will log their time in Dimensions daily.
 - Associates are expected to work eastern time zone hours, in alignment with SSC-hours, unless otherwise agreed upon with their managers at the start of the program.
 - CMP associates will work 8 am – 5 pm EST Monday-Friday (or 8:30 am – 5 pm depending on the length of their lunch break).
- Q What can I expect during the 10 weeks?**
- CMP participants will be assigned to a Store Support Center team such as, but not limited to, Supply Chain, Store Operations, THD Rental, Merchandising, Outside Sales & Services or Human Resources. During the program, participants will learn more about our business and our Store Support Center while working on a pre-assigned project that impacts the business area they are supporting. Participants will also have the opportunity to participate in weekly development and networking events such as:
 - Career Discovery Days
 - Alumni Advice Panels
 - RVP Meet and Greets
 - Resume Review
 - Coffee Chat Networking
 - Weekly Development Sessions
 - Behind the Apron Leader Series
- Q What types of projects will I work on?**
Projects vary from function to function. A few examples from previous cohorts:
- Pro – CMP Associate created an internal social media marketing strategy for Viva Engage to promote and drive Pro Xtra by providing associates education on the program.
 - Store Ops - CMP Associate focused on identifying top offenders of Invalid Scans, determining top reasons for the Invalid Scans, and work with Merchants and Suppliers to propose changes.
 - Store Ops - CMP Associate defined staffing and line management for D31 Legacy Service Desk layouts. CMP Associate observed a sample of stores to gather feedback & provided a recommendation for a "How To Manage" Guide.
 - Communications & Culture - CMP Associate highlighted Supply Chain career path options through the creation of a communications campaign to reach frontline associates and measuring the effectiveness of the tactics and channels.