

Deputy Secretary

U.S. Department of Homeland Security  
Washington, DC 20528**Homeland  
Security**

April 12, 2022

**MEMORANDUM FOR HEADS OF EXECUTIVE DEPARTMENTS AND AGENCIES**

FROM: John K. Tien  
Deputy Secretary

A handwritten signature in black ink, appearing to read "John K. Tien".

SUBJECT: Request for Support of the Department of Homeland Security Volunteer Force

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I request your support of the Department of Homeland Security (DHS) Volunteer Force (DVF).

DHS Secretary Alejandro N. Mayorkas and I are committed to ensuring our nation has a safe, orderly, and humane immigration system. As U.S. Customs and Border Protection (CBP) continues to encounter large numbers of individuals along our Southwest Border, DHS needs your assistance.

As many of you are aware, DHS established the Southwest Border Coordination Center (SBCC) to plan and respond to the irregular migration along the U.S. Southwest Border. As part of these efforts, we are asking for additional volunteers to assist our frontline colleagues.

Specifically, DHS is looking for current full-time federal civilian employees to support CBP by serving on a 60-day reimbursable detail as a member of the DHS Volunteer Force. Note, this is not a promotion opportunity, but includes travel, lodging, per diem, and possible overtime pay for deployed volunteers.

No experience is required, just a willingness to serve and perform non-law-enforcement duties such as meal prep, personal property management, supply and medicine runs, control room monitoring, housekeeping, and data entry. This activity will help ensure the individuals arriving to our borders receive compassionate and timely care, while alleviating the strain on CBP law enforcement officers who continue to perform their frontline duties as a foundational pillar of our nation's immigration system.

For more information or to apply, please visit [USAJOBS.gov](https://www.usajobs.gov). I strongly encourage you to make every effort to support your colleagues who request to volunteer.

Secretary Mayorkas and I genuinely appreciate your partnership and thank you for your support of DHS.

If you have any questions, please direct them to Kimya Lee, DHS Acting Deputy Chief Human Capital Officer, at [kimya.lee@hq.dhs.gov](mailto:kimya.lee@hq.dhs.gov) or 202-578-3705.

Enclosure: DHS Volunteer Force Informational Flyer

Copy: Department and Agency Chief Human Capital Officers