

**Opportunity Title:** Clean Energy and Communications in Schools and Nonprofits Fellowship

**Opportunity Reference Code:** DOE-STP-SCEP-SNP-2024

**Organization** U.S. Department of Energy (DOE)

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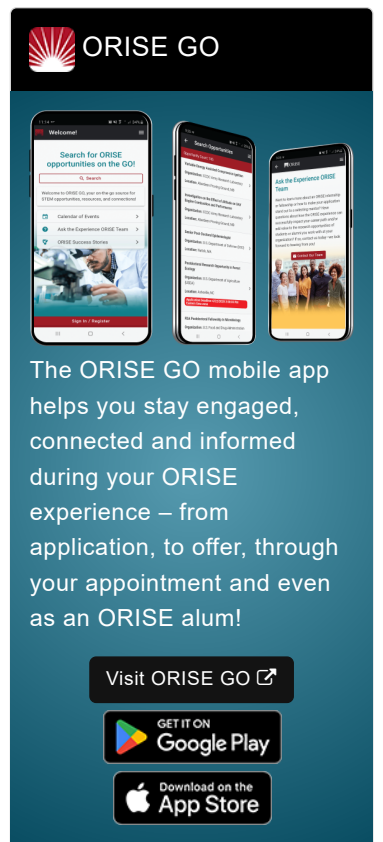
**Description** The U.S. Department of Energy (DOE) Science, Technology and Policy Program is designed to provide opportunities for postgraduates and faculty to participate in programs, projects, and activities at the Department. Fellows will receive hands-on experience that provides an understanding of the mission, operations, and culture of the DOE. As a result, fellows will gain deep insight into the federal government's role in the creation and implementation of energy technology policies; apply their scientific, policy, and technical knowledge to the development of solutions to issues of importance to the DOE and continue their education and involvement in areas that support the DOE mission either in a technical or policy-related role.

#### About the Schools and Nonprofits Team

The United States Department of Energy (DOE) recognizes the central role that schools and nonprofits play in the lives of Americans, as well as their potential significance in the nation's clean energy transition. The 100,000 public K-12 schools across the United States contain classrooms, libraries, cafeterias, playgrounds, and gyms where 50 million students learn, eat, build friendships, and exercise. As the second largest sector of public infrastructure spending in the U.S., public K-12 schools are also a center of our communities, serving as voting and polling locations, emergency shelters, and community gathering places. The significant under-investment in energy improvements at American schools, however, results in unnecessarily high utility costs and contributes to unhealthy and uncomfortable environments for students, teachers, and staff. There are also approximately 1.5 million 501(c)(3) nonprofits in the United States, operating more than half a million facilities. Most nonprofits are in commercial spaces where efficiency improvements can reduce energy use by up to 30%. Since energy costs are the second-largest operational expense for most schools and nonprofits, improving energy efficiency can significantly bolster their finances and expand their impact while putting America on a path to a net-zero emissions economy by 2050. The more schools and nonprofits can save on operational costs, the more they can direct funds to mission-critical, community-focused work, and the bigger impact they can have.

The Schools and Nonprofits (SNP) Team, within DOE's State and Community Energy Programs (SCEP) pillar, provides grants and technical assistance to public schools, 501(c)(3) nonprofit organizations, and their stakeholders to make energy improvements that create healthier, more efficient environments. The SNP Team is seeking an ORISE Fellow to join their best-in-class team and play a role in marketing and communication efforts needed to deploy \$550 million to these new sectors, emphasizing, and translating need and impact, and expanding program missions.

**What Will I be Doing?**

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With guidance from a mentor, you will be a part of an interdisciplinary team where activities may include:

- Conducting research into the school and non-profit markets.
- Participating in the development and direction of strategic communications.
- Coordinating with SCEP communications staff to efficiently and effectively promote schools and nonprofits program activities.
- Participating in support of public relations activities, including media relations, stakeholder engagement, etc.
- Participating in the creation of training programs and associated materials.
- Learning to create content for storytelling efforts to translate building impact to community impact.
- Participating in website updates and content creation.
- Participating in support of event coordination for program announcements including media pitching, press relations, and interview coordination.
- Providing support with outreach to local governments.

You will develop expertise in existing, current tools and resources developed to support school efficiency and health, and environmental learning; and effectively communicate the benefits of these tools and resources to encourage their use. You will deepen your understanding of how to craft communications for both internal and external audiences.

### **Duration**

Fellowships are initially for one year in length and may be renewed yearly up to an additional four years. Extensions are determined by SCEP based on the project needs, availability of funds and fellow interest and availability.

### **Participant Benefits**

Selected candidates will receive a stipend. Amounts are determined by DOE officials, based on the candidate's academic and professional background, starting at approximately:

- Undergraduate degree: \$58,800
- Master's degree: \$71,500
- PhD: \$94,100

Fellows are eligible for health insurance benefits. Relocation expenses, not to exceed \$5,000, incurred in relocating from the participant's current address to the appointment location (if more than 50 miles from the address shown on the application), may be reimbursed. Participants will also receive a travel allowance of \$10,000 per appointment year to cover travel-related expenses to scientific and professional development activities. Plus, a commuting allowance may be available as well.

### **About The Office of State and Community Energy Programs**

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The Office of State and Community Energy Programs (SCEP) works with state and local organizations to significantly accelerate the deployment of clean energy technologies, catalyze local economic development and create jobs, reduce energy costs, and avoid pollution through place-based strategies involving a wide range of government, community, business, and other stakeholders. In total, SCEP manages programs totaling \$16 billion, including foundational programs like the Weatherization Assistance Program and State Energy Program, and newly formed programs such as the Local Government Energy Program and Energy Futures Grants.

### **Nature of Appointment**

The participant will not enter into an employee/employer relationship with ORISE, ORAU, DOE, or any other office or agency. Instead, the participant will be affiliated with ORISE for the administration of the appointment through the ORISE letter of appointment and Terms of Appointment.

**Qualifications** Applicants must have received their Bachelor's, Master's, or Doctoral degree within the last 5 years, or be currently pursuing their degree and will have completed all degree requirements by the desired start date. Applicants currently pursuing a degree must provide proof of completion of all degree requirements before the appointment start date. If it has been more than 5 years since the receipt of the degree, to be considered the applicant must have an academic background and experience in a relevant field and must be seeking to gain new knowledge/experience to expand career opportunities or to advance professionally.

Preferred qualities include:

- Master's degree preferred, Bachelor's degree and at least 2 years of directly relevant experience may also be sufficient.
- A general understanding of the schools and nonprofit sectors and their operations.
- Experience with public relations and marketing activities.
- Experience collaborating across teams to coordinate program activities successfully.
- Project management and digital collaboration experience.
- Strong written and oral communication skills.
- Intellectual curiosity, team mentality, attention to detail, and customer-serving orientation.
- Strong commitment to the mission, vision, and goals of the Department of Energy.
- Graphic design experience is a plus.
- Experience with community and/or local government engagement

### **How to Apply**

A complete application consists of:

- Zintellect Profile and responses to opportunity-specific questions.

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- Transcripts/Academic Records - For this opportunity, an unofficial transcript or copy of the student academic records printed by the applicant or by academic advisors from internal institution systems may be submitted. Selected candidates may be required to provide proof of completion of the degree before the appointment can start.
- A current resume/CV, including academic history, employment history, and relevant experiences (\*see below for instructions).
- One Recommendation - Applicants are required to provide contact information for one recommender to submit the application. You are encouraged to request a recommendation from professionals who can speak to your abilities and potential for success, as well as your scientific capabilities and personal characteristics. Recommendation requests must be sent through the Zintellect application system. Recommenders will be asked to complete a recommendation in Zintellect. Letters of recommendation submitted via email will not be accepted. Recommendations must be submitted on your behalf through Zintellect before an offer is made.

*All documents **must** be submitted via Zintellect in order to be considered and must be in English or include an official English translation. Submitted documents must have all social security numbers, student identification numbers, and/or dates of birth removed (blacked out, blackened out, made illegible, etc.) prior to uploading into the application system.*

\*The resume/CV must include the following:

- Basic applicant Information: Name, address, phone, email, and other contact information.
- Work & Research Experience: List all work and research experiences beginning with current or most recent. Include the name of the employer, location, position held, and time period involved.
- Leadership Experience: List experiences (e.g., work, civic, volunteer, research) that demonstrate your leadership skills. Detail your role, type of experience, organization, location, and duration.
- Educational History: List all institutions from which you received or expect to receive a degree, beginning with current or most recent institution. Include the name of the academic institution, degree awarded or expected date of awarded or expected degree, and academic discipline.
- Honors & Awards: List in chronological order (most recent first) any awards or public recognitions. Include the name of awarding institution, title of the award or honor, and date of award or honor.

If you have questions, please send an email to [DOE-RPP@orise.orau.gov](mailto:DOE-RPP@orise.orau.gov). Please list the reference code for this opportunity in the subject line of your email: [DOE-STP-SCEP-SNP-2024]

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- Eligibility**
- **Citizenship:** U.S. Citizen Only
- Requirements**
- **Degree:** Bachelor's Degree, Master's Degree, or Doctoral Degree.
  - **Academic Level(s):** Post-Bachelor's, Postdoctoral, or Post-Master's.
  - **Discipline(s):**
    - **Business** ([11](#))
    - **Communications and Graphics Design** ([6](#))
    - **Computer, Information, and Data Sciences** ([17](#))
    - **Earth and Geosciences** ([21](#))
    - **Engineering** ([27](#))
    - **Environmental and Marine Sciences** ([14](#))
    - **Mathematics and Statistics** ([11](#))
    - **Other Non-Science & Engineering** ([13](#))
    - **Science & Engineering-related** ([2](#))
    - **Social and Behavioral Sciences** ([30](#))
  - **Age:** Must be 18 years of age