Opportunity Title: 2025 READYTOWORK Internship
Opportunity Reference Code: DOE-R2W-Internship-2025

Organization	U.S. Department of Energy (DOE)
Reference Code	DOE-R2W-Internship-2025
How to Apply	Click on **Apply** below to start your application today!
Application Deadline	2/7/2025 11:59:00 PM Eastern Time Zone
Description	The **READYTOWORK (R2W) Internship** provides 12-week summer internship opportunities to highly qualified undergraduate and graduate students, and recent graduates from eligible Minority Serving Institutions (MSIs). Some opportunities may be extended into the academic year.

R2W is designed to provide talented undergraduate and graduate students and recent graduates with internships that introduce them to a variety of entry and mid-level research, technical and professional positions within the U.S. Department of Energy (DOE) and its national laboratories. Interns will help support the DOE mission of discovering solutions to power and secure America's future. The DOE is committed to:

- Energy Security
- Nuclear Security
- Scientific Discovery and Innovation
- Environmental Responsibility
- Management Excellence
- Cyber Security
- Safeguards and Security
- Technological Advancement

Opportunities may be available at DOE Headquarters, DOE Field Offices, and national laboratories. For more information about DOE offices and facilities, visit https://www.energy.gov/offices.

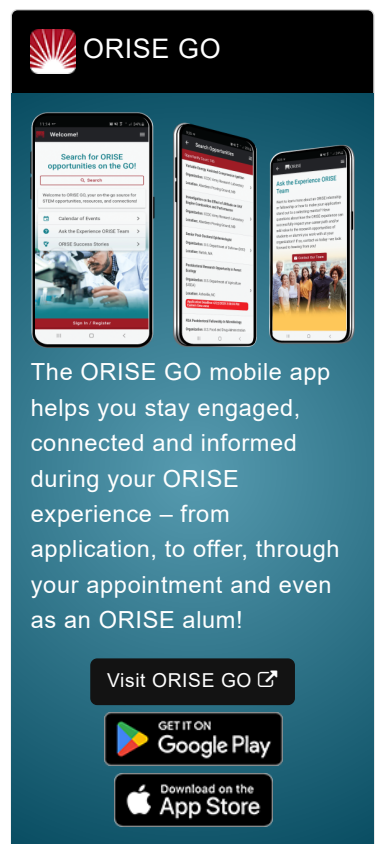**Apply for the 2025 R2W Internship NOW!!!**

Application Deadline: February 7, 2025 | 11:59p.m. EST

Program Dates: May 19 - August 8, 2025

Opportunities for many majors and interests, including Science, Technology, Engineering, Mathematics, Business, Communications, Government Relations, Policy, and Law. Some opportunities may be extended into the academic year. To learn more about the program, feel free to contact us at R2W-Internship@orise.orau.gov.

About the Office of Energy Justice and Equity

The **READYTOWORK (R2W) Internship** is sponsored by the U.S. Department of Energy's (DOE's) Office of Energy Justice and Equity (EJE). EJE develops and executes policies to implement applicable legislation and Executive Orders that strengthen diversity and inclusion goals affecting equal employment opportunities, small and disadvantaged businesses, minority educational institutions, and historically under-represented communities.

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Provisions

Interns are provided a stipend and various allowances to support them during the internship. The allowances vary based on the cost of living at each location and with the mode of participation (in-person or virtual).

Basic Stipend

- Undergraduate students: $750/week
- Graduate students: $950/week
- Post-Baccalaureate: $850
- Post-master's students: $1050/week
- Post-doctoral students: $1150/week

In-person Internship Allowances

- **Travel:** You will be reimbursed up to $1,000 for inbound/outbound transportation expenses from your current address to the assigned location if the distance is over 50 miles. Travel arrangements and reimbursement are based on the most direct and expeditious mode of transportation. ORISE is available to make travel arrangements and purchase plane or train tickets for participants, if requested. Travel to and from orientation in Washington, D.C. is included.
- **Housing:** If you relocate more than 50 miles one-way from your current location, you will be eligible for a weekly housing supplement to offset expenses associated with lodging during the internship. Supplement levels depend on the location of your internship and will vary from $374 - $777/week. The housing supplement will be added to your weekly stipend.
- **Commute:** A $50/week supplement will be provided to offset the cost of commuting to and from your internship site.

Virtual Internship Allowances

- Virtual interns will receive a $150/week supplement to offset the cost of remote participation. The supplement will be added to the stipend.
- Your travel to and from orientation in Washington, D.C. is included.

Optional Benefits

- At their discretion, offices may offer supplements to offset the cost of health insurance, educational and professional development support, and travel during the internship.

Review and Selection Process

1. Applications will undergo an eligibility and compliance check by ORISE.
2. Sponsoring offices and hosting facilities will review applications to determine if there is a match between your knowledge, skills, and interests, and the projects available. Applications may be reviewed by multiple mentors at the same time. Sponsoring offices/hosting facilities may contact you for an interview prior to selection.
3. Hosting laboratories will submit their preferred candidates to ORISE.
4. ORISE will notify selected candidates and hosting facilities.

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Nature of Appointment

Interns will not enter into an employee/employer relationship with ORISE, ORAU, R2W or the hosting site. Instead, interns will be affiliated with ORISE for the administration of the appointment through the ORISE appointment letter and Terms of Appointment.

Qualifications   **The READYTOWORK Internship is open to students and recent graduates who meet the following qualifications:**

- Be a U.S. citizen.
- Be at least 18 years old by May 1, 2025.
- Have an overall GPA of at least 3.0 on a 4.0 scale.
- Be enrolled during the 2024-2025 academic year as a full-time degree-seeking student in a STEM program or other field that supports the DOE mission at an eligible Minority Serving Institution (MSI) OR have received a degree from an eligible MSI within the past two years (graduation no earlier than Spring 2023). The U.S. postsecondary institutions that meet the statutory criteria for identification as Minority Serving Institutions and are eligible for this program are listed here: https://orise.orau.gov/zintellect-files/files/Minority-Serving-Institution-Designation-List.xlsx
- Be available to participate in the full 12-week program.

NOTE: An institution's eligibility may change from year to year, so if you are a recent graduate, be sure to check for your graduation date!

The MSI categories include:

- AANAPISI: Asian American and Native American Pacific Islander Serving Institution
- ANNH: Alaska Native and Native Hawaiian Serving Institution
- HBCU: Historically Black College or University
- HSI: Hispanic-Serving Institution
- NASNTI: Native American-Serving Nontribal Institution
- PBI: Predominantly Black Institution
- TCU: Tribal College or University

Additional Eligibility Factors:

- Candidates selected for an internship appointment are required to provide proof of enrollment during Spring 2024 term, OR for graduates, proof of graduation within the past two years (no earlier than the Spring 2023). Enrollment or graduation must be from an eligible MSI. Institutional eligibility can change from year to year. For graduates, the institutional eligibility will be based on the MSI list for the year of graduation.
- Students may apply for and are eligible to participate in the program at multiple times during their undergraduate and graduate studies and as well as up to 2 years after graduation. However, there should not be an assumption or expectation of being re-selected.

A complete application consists of:

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- All required fields in both the Zintellect profile and application form
- Essay Question:
    - Interests, Skills and Experience (Minimum 500 Words)
        - Explain why this opportunity interest you and how it will impact your educational and professional goals. Describe your relevant research, technical, or professional skills and experiences that are applicable to this opportunity.
- Program Participation
    - Do you currently participate, or have you previously participated in an ORAU or ORISE educational program?
    - If yes, list all project/assignment(s) in which you have participated including title, dates, location, and mentor for each assignment.
- Resume (Adobe PDF format, Maximum 2 pages)
- Academic Records (Adobe PDF format)
    - A copy of an official or unofficial transcript, or copies of the student academic records printed by the applicant or by academic advisors from internal institutional systems may be submitted. Transcript or academic records must include and clearly display:
        - Student name
        - Name, logo, or other identification of the academic institution
        - Enrollment during the academic term at the time of application OR degree completion within the past 2 years (no earlier than Spring 2023)
        - Current/completed/enrolled courses, grades, overall GPA, and degree in progress OR degree completed
- One (1) Academic or Professional Recommendation: Applicants are required to provide contact information for one recommendation to complete the application. You are encouraged to request a recommendation from a professional who can speak to the applicant's academic record and potential for success in an appointment, such as demonstrated intellectual merit, scientific capabilities, communication, teamwork skills, and other 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 received in Zintellect by Friday, February 7, 2025; 11:59PM EST.**

NOTE: Submitted documents must have all social security numbers, student identification numbers, and/or dates of birth removed (blanked out, blackened out, made illegible, etc.) prior to uploading into the application system.

Applications must be submitted by February 7, 2025 | 11:59PM Eastern Standard Time

All documents must be submitted via Zintellect.

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All application components **must** be received in Zintellect to be considered.

For additional information or questions, feel free to contact us at R2W-Internship@orise.orau.gov. Please list the reference code [DOE-R2W-Internship-2025] for this opportunity in the subject line of your email.

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Eligibility Requirements

- **Citizenship:** U.S. Citizen Only
- **Degree:** Associate's Degree, Bachelor's Degree, Master's Degree, or Doctoral Degree received within the last 24 months or currently pursuing.
- **Overall GPA:** 3.00
- **Discipline(s):**
  - **Business** (11 👁)
  - **Chemistry and Materials Sciences** (12 👁)
  - **Communications and Graphics Design** (6 👁)
  - **Computer, Information, and Data Sciences** (17 👁)
  - **Earth and Geosciences** (21 👁)
  - **Engineering** (27 👁)
  - **Environmental and Marine Sciences** (14 👁)
  - **Life Health and Medical Sciences** (34 👁)
  - **Mathematics and Statistics** (11 👁)
  - **Other Non-Science & Engineering** (13 👁)
  - **Physics** (16 👁)
  - **Science & Engineering-related** (2 👁)
  - **Social and Behavioral Sciences** (29 👁)
- **Age:** Must be 18 years old by 5/1/2025