

# NASA DEVELOP National Program

## FY2016 Fellow Application Guidelines

### Position Overview

A recent college graduate with previous DEVELOP participation who spends one year with the program to continue developing personally and professionally, while contributing to the national program. Each Fellow serves in a dual-role, splitting their support between their node and the NPO. Fellows are also integrally involved in the Strategic Planning & Leadership Retreat, close out events at their node, and in the Annual Earth Science Applications Showcase at NASA Headquarters.

### Development Opportunities

- *Increase personal & professional awareness:* Personality tests & assessments; Critical feedback and skill strengthening.
- *Opportunity to play a key role in the future of DEVELOP:* Participation in leadership and strategic planning retreats; Participating and leading key activities and program initiatives.
- *Networking opportunities:* Meet & Greets with NASA and partner organizations leadership; Representing DEVELOP at meetings, workshops and conferences (as funds and opportunities arise).
- *Intellectual Challenges:* Participation in the DEVELOP Junto series - 30 minute presentations on personal area of interest for the purpose of sharing a spirit of inquiry and a desire to improve ourselves, our community, and to help others, through discussion and debate of questions in science, politics, philosophy, business and leadership; Flash talk & incubator talk presentations; Leading innovative activities and working with a diverse group of participants each term.

### Application Timeline

June 12: Application will be posted to DEVELOPedia

June 26: Deadline to submit application. Email to Karen Allsbrook & Lauren Childs-Gleason

June 26 – July 14: Application review, selection of top candidates for interview

July 17: Final Selections announced through email

July 24: Deadline for selectees to accept offer

July 30: Announcement of class at NASA Headquarters

September 8: Start Date

### Application FAQ & Considerations:

- If you are interested, feel free to reach out to current Fellows and Senior Fellows and ask about their experience, understand what their job entails.
- These positions are extremely competitive by desired position and node, so flexibility in where a candidate can serve can strengthen their application.
- If this summer is your first term with DEVELOP, don't think you aren't eligible. If you have strong skills to contribute in one of the elements and the interest, please apply.
- The node specific role for a Fellow is typically to serve as the Assistant Center Lead. In some cases, the Fellow serves as the Center Lead, but with the formalization of the Center Lead position the program is transitioning away from that model whenever possible.

### Eligibility

- ✓ College graduate w/minimum 3.0 cumulative GPA
- ✓ Previous DEVELOP participant (at least one summer term, multiple terms a plus)

- ✓ Ability to begin in September with the class of Fellows
- ✓ Must be eligible to gain access to a NASA facility/NASA Headquarters (i.e. not a citizen of a designated country, hold a current visa if not a US citizen)

## Logistics

- Length of Term: Sept 8, 2015 – Sept 2, 2016
- Not all positions may be filled - selections are decided based on competition relating to need, skill sets, office location, and Senior Fellow positions filled.
- Typically 3-6 contracts – each term + interim.
- Not eligible for renewal after the year.
- Fellow positions support the NPO half-time and can be located at any active DEVELOP U.S. location.
- Fellow positions are considered consultants and will not be offered health or other employment related benefits.
- Performance reviews take place tri-annually (during interims following the three terms).
- Selections are made by the NPO with inputs and agreement from the leadership at the node of interest.
- Pay scale – the Fellow pay rate is a \$2.00/hour increase above the standard pay rate (based on degree held).

## Positions & Initiatives

Communications Fellow: Publications writing/review, DEVELOP micro journal support, social media, VPS management, video creation, The DEVELOPer newsletter, recruiting activities, Campus Ambassador Corps.

POCs: Tiffani Orne, Lauren Childs-Gleason

Geoinformatics Fellow: Provide GIS/RS support to national teams, create/teach GIS/RS tutorials, tool scripting in Python and other languages, highlight capabilities of NASA Earth observations, software release authority and export control, GitHub.

POCs: Jeff Ely, Dr. Ross

Impact Analysis Fellow: Socioeconomic impact analyses, programmatic impact analyses, participant impact tracking & reporting, DEVELOP partner history/analyses, military engagement tracking, survey creation/management, monitoring baselines.

POCs: Georgina Crepps, Lindsay Rogers

Information Technology Fellow: Website management and programming, hardware/software management, IT support, maintain DEVELOP Exchange/servers, set up/run live feeds, innovative applications, DEVELOPedia, app development.

POC: Mike Bender

Projects Coordination Fellow: Proposal writing/review, support project execution and deliverable collection/review, assist w/close-out preparation, partner engagement, project and partner tracking/archiving, Project Strength Index assessments

POCs: Lauren Childs-Gleason, Jamie Favors

Graphic Design Fellow: Creation of print materials (brochures, annual reports, project booklets, bookmarks, recruiting flyers, newsletter, etc.), branding activities, template creation, website imagery, support SD with design projects.

POC: Lauren Childs-Gleason, Lindsay Rogers