

**Opportunity Title:** DOE-STP - Office of Policy, Office of Energy Jobs Fellowship

Opportunity

**Opportunity Reference Code:** DOE-STP-OP-2023-0002

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

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**How to Apply** Click on *Apply* below to start your application.

**This is a continuous posting. Applications will be reviewed and selected as opportunities become available.**

**Description** The U.S. Department of Energy (DOE), Office of Policy (OP), Office of Energy Jobs (OEJ) is seeking candidates to apply to the DOE Science, Technology and Policy (STP) Fellowship Program. During the appointment, participants will be mentored by a group of highly trained policy experts who will provide them with hands-on experience in policy-related projects at DOE's Office of Policy (OP), Office of Energy Jobs (OEJ) in Washington, DC. The goal is to develop future leaders through the educational and professional development that will later create the workforce needed to support DOE's missions, and to support the successful transition of the American energy sector by ensuring that job creation, job quality, and equitable access to jobs are taken into consideration in DOE funding, initiatives, and priorities.

#### About the Office of Policy

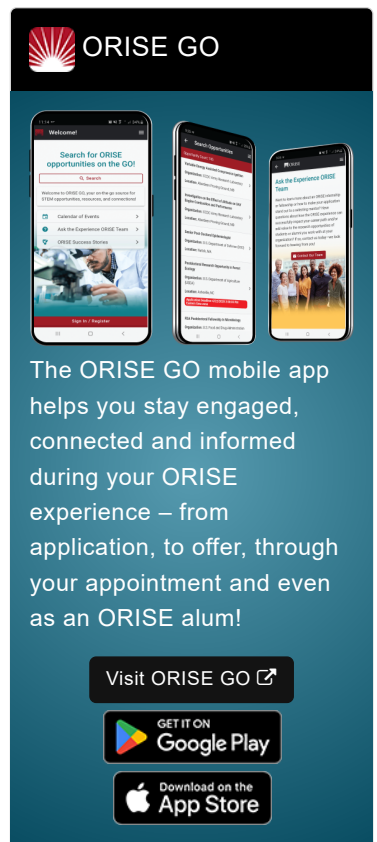
The Office of Policy (OP) serves as the principal advisor to the Secretary, Deputy Secretary, and the Undersecretaries on policy and related integration of energy systems. The Office serves as a focal point for policy coordination within the Department on the analysis, formulation, development, and advancement of energy policy and related programmatic options and initiatives that could facilitate the transition to a zero-carbon, equitable, and secure energy economy.

The Office of Energy Jobs (OEJ) within the Office of Policy (OP) serves as the focal point within the Department of Energy (DOE) on policies to promote the creation of quality jobs in the energy sector, particularly those that support the Administration's priorities for jobs with high standards and the right to collective bargaining. The Office of Energy Jobs works collaboratively among the Department of Energy, as well as with related federal agencies and regulatory bodies, to ensure the successful transition to a zero-carbon economy and the creation of meaningful, union job opportunities for all Americans. Additionally, Office of Energy Jobs is the focal point within the Department for the transition of the American energy sector by ensuring that both job creation and job impacts are taken into consideration in the Department of Energy's funding, initiatives, and priorities. The Office of Energy Jobs also provides coordination and support for a number of DOE's energy workforce building and training programs, and leads the data collection and publication of the U.S. Energy Employment Report (USEER).

#### What will I be doing?

As a participant, you will be under the guidance of a mentor who will be

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training you on how energy and infrastructure job creation and assignments are conducted by DOE and on how the collection and publication of the U.S. Energy Employment Report (USEER) is handled. During this appointment, you will be involved in the following areas:

- How the Office of Energy Jobs monitors domestic policies and energy issues. You may be involved in the analysis and review of federal policy strategies and how those policies are monitored.
- How newly created energy programs, created by the Bipartisan Infrastructure Law (BIL) and the Inflation Reduction Act, are successfully creating quality jobs and how to assess the effectiveness of those programs in creating quality of jobs.

You will also:

- Liaison with other DOE Program Offices, federal agencies, and external stakeholders on issues relating to quality job creation.
- Conduct research and identify resources to support the Office of Energy Jobs' work on a range of portfolio topics.
- Conduct research on how training and workforce development activities impact current and future jobs by researching and analyzing US energy job trends, including synthesis of information with the focus on energy justice.
- Prepare memoranda, papers, presentations, and other documents on issues relating to quality job creation in the energy sector for audiences both within and beyond DOE.

### **Why should I apply?**

Through the training and guidance provided by a mentor you will:

- Understand diversity, equity, accessibility, inclusion, and job creation in the energy sector, and help identify ways to better support policy outcomes.
- Review and help develop principles to support the creation of good jobs.
- Interpret and synthesize data, help plan for future data collection, and develop data-based talking points.
- Analyze the activities and positions of labor unions and other key stakeholder groups that impact quality energy jobs.
- Be able to establish valuable relationships with staff in various offices across DOE regarding energy jobs.
- Be able to report your findings to your mentor to help apply change management principles that will help others understand how energy and infrastructure job creation impacts their work.
- Participate in activities by providing quick responses and analysis in support of requests from the Secretary of Energy, the White House, and Capitol Hill, often in a matter of hours.

### **Participant Benefits**

Participants will receive a monthly stipend, as determined by OP and

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typically based on the participant's education, discipline, and experience. Other incentives offered may include a supplemental health insurance stipend, and an allowance for education and/or scientific activities.

Participants may purchase health insurance through the program's network provider.

**Qualifications** To be considered for this appointment you must:

- Have received a Bachelor's, Master's, or Doctoral degree in a relevant discipline within the last 5 years or expect to complete all degree requirements by the 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 in order to expand career opportunities or to advance professionally.
- Be a U.S. citizens or Lawful Permanent Residents (LPR).

**How to Apply:**

A complete application consists of:

- Completed Profile and application questions.
- Transcript(s) - an unofficial transcript or copy of the student academic records including degree in progress or completed. For this opportunity, 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.
- One Recommendation - Applicants are required to provide contact information for at least one recommender in order to submit the application. You are encouraged to request a recommendation from a professional 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 through Zintellect. Letters of recommendation submitted via email will not be accepted.

*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.*

If you have questions, please send an email to [DOE-RPP@ornl.org](mailto:DOE-RPP@ornl.org). Please list the reference code for this opportunity in the subject line of your email.

**Nature of Appointment:**

The DOE Science, Technology and Policy (STP) Fellowship Program is sponsored by the U.S. Department of Energy, Office of Policy. The program is administered by the Oak Ridge Institute for Science and Education (ORISE). During the appointment, you will be considered a participant and will not enter into an employee/employer relationship with ORISE, Oak Ridge Associated Universities, DOE, OP, OEJ, or any other office or agency. Instead, you will be affiliated with

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ORISE for the administration of the appointment through the ORISE Appointment Letter and Terms of Appointment.

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**Eligibility** • **Citizenship:** LPR or U.S. Citizen

**Requirements** • **Degree:** Bachelor's Degree, Master's Degree, or Doctoral Degree.

• **Discipline(s):**

◦ **Computer, Information, and Data Sciences** ([3](#) 👁)

◦ **Engineering** ([27](#) 👁)

◦ **Mathematics and Statistics** ([2](#) 👁)

◦ **Social and Behavioral Sciences** ([3](#) 👁)

• **Age:** Must be 18 years of age