

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

Development Fellow

Opportunity Reference Code: DOE-STP-OP-2024-0002

Organization U.S. Department of Energy (DOE)

Reference Code DOE-STP-OP-2024-0002

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.

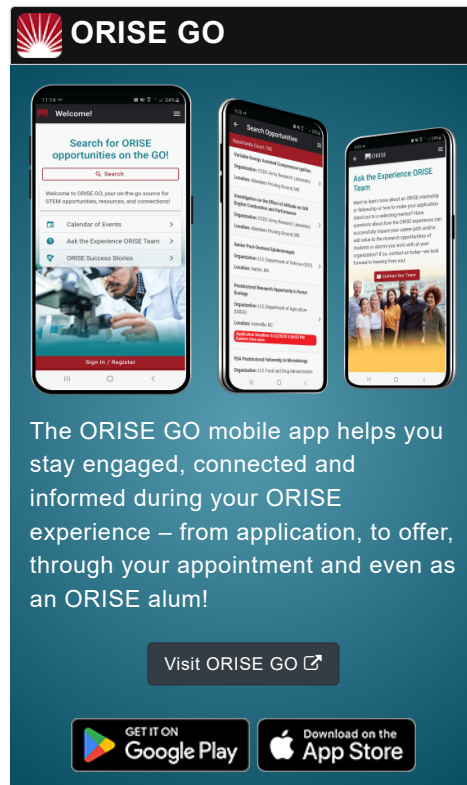
Description The U.S. Department of Energy (DOE), Office of Policy (OP), Office of Energy Jobs (OEJ) is seeking candidates to apply to the DOE Science, Technology and Policy (STP) Fellowship Program. This Fellowship will focus on advancing workforce development strategies in the energy sector, with a focus on job quality and inclusion. 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.

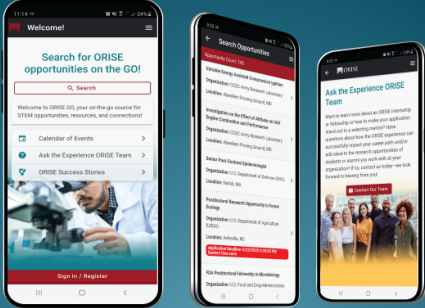
About the Office of Policy

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 OP serves as the focal point within the 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 OEJ works collaboratively with 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, OEJ 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









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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 provide training opportunities on how energy and infrastructure job creation and assignments are conducted by DOE. This Fellowship focuses on workforce development strategies and how to improve DOE's activities, policies, and programs to support inclusive pathways to good quality energy jobs and careers. During this appointment, you will be involved in the following areas:

- How the OEJ 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 good quality jobs.

You will also:

- Liaison with other DOE Program Offices, federal agencies, and external stakeholders on issues relating to good quality job creation and inclusive job access.
- Conduct research and identify resources to support the OEJ 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 a focus on energy justice.
- Prepare memoranda, papers, presentations, and other documents on issues relating to good quality job creation and inclusive access 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.
- Learn to write and edit accessible written materials that translate complex policies and analyses into readable information and policy recommendations for different audiences, especially senior DOE staff.
- Review and help develop principles to support the creation of good jobs.
- Interpret and synthesize data and develop data-based

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talking points. Participate in the planning for future data collection.

- 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 based on the participant's education, academic 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).

Preference for candidates with:

- Interest and/or experience in workforce development, postsecondary education, or labor policy/practice.
- Strong written and verbal communication skills with attention to detail. Ability to produce strong written materials on short timelines and meet deadlines.
- Flexibility, curiosity, and mindset that pursues continuous learning.
- Demonstrated commitment to advancing economic policy that expands opportunity and centers empowerment for

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economically marginalized populations and communities.

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

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**Eligibility
Requirements**

- **Citizenship:** LPR or U.S. Citizen
- **Degree:** Bachelor's Degree, Master's Degree, or Doctoral Degree.
- **Academic Level(s):** Post-Bachelor's, Postdoctoral, or Post-Master's.
- **Discipline(s):**
 - **Engineering** (3 )
 - **Mathematics and Statistics** (2 )
 - **Other Non-Science & Engineering** (1 )
 - **Social and Behavioral Sciences** (28 )
- **Age:** Must be 18 years of age