

Opportunity Title: DOE-STP - Office of Policy, Office of Energy Jobs Research and Analysis Fellowship Opportunity

Opportunity Reference Code: DOE-STP-OP-2024-0004

Organization

U.S. Department of Energy (DOE)

Reference Code

DOE-STP-OP-2024-0004

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 performing and supporting research related to job creation and job quality in the energy sector.** During the appointment, participants will be mentored by a group of highly trained policy experts who will provide them with hands-on educational opportunities 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 protected 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 training you on how energy and infrastructure job creation and assignments are conducted by DOE. This Fellowship will focus on data analysis and visualization strategies and learn about the support of DOE's activities, policies, and programs to create inclusive pathways to good quality energy jobs and unionization. **One of the major responsibilities for this Fellow will be to learn about the writing, publication, and communication of the U.S. Energy Employment Report (USEER).** 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 participate 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 jobs.

You will also:

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- Connect with other DOE Program Offices, federal agencies, and external stakeholders on issues relating to quality job creation.
- Learn about the coordination of the Office of the Secretary of Energy and senior DOE leadership to conduct impactful research and analysis of the U.S. energy workforce.
- Conduct research and identify resources that support the Office of Energy Jobs' work on a range of portfolio topics.
- How training and workforce development activities impact current and future jobs by directing research to analyze US energy job trends, including synthesis of information with the focus on energy justice.
- Learn about the preparation of memoranda, papers, presentations, and other documents on issues relating to quality job creation in the energy sector for audiences both within and beyond DOE.
- Participate in events to amplify data results of analysis from OEJ reports including the USEER.

Why should I apply?

Through the 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.
- Write and edit accessible written materials that translate complex policies and analyses into read-able information and policy recommendations for different audiences, especially senior staff at DOE and other energy organizations. Review and help develop principles to support the creation of good jobs.
- Learn about the interpret and synthesis of 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 projects.
- Gaining a better knowledge of activities that provide quick responses and analysis for 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 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.

Nature of the Appointment

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

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:

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- Interest and/or experience in data analysis, data visualization,
- Experience with energy and/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 policy related to jobs and workforce development, particularly in historically disadvantaged 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 recommendation 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.org. Please list the reference code [DOE-STP-OP-2024-0004] for this opportunity in the subject line of your email.

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Eligibility Requirements

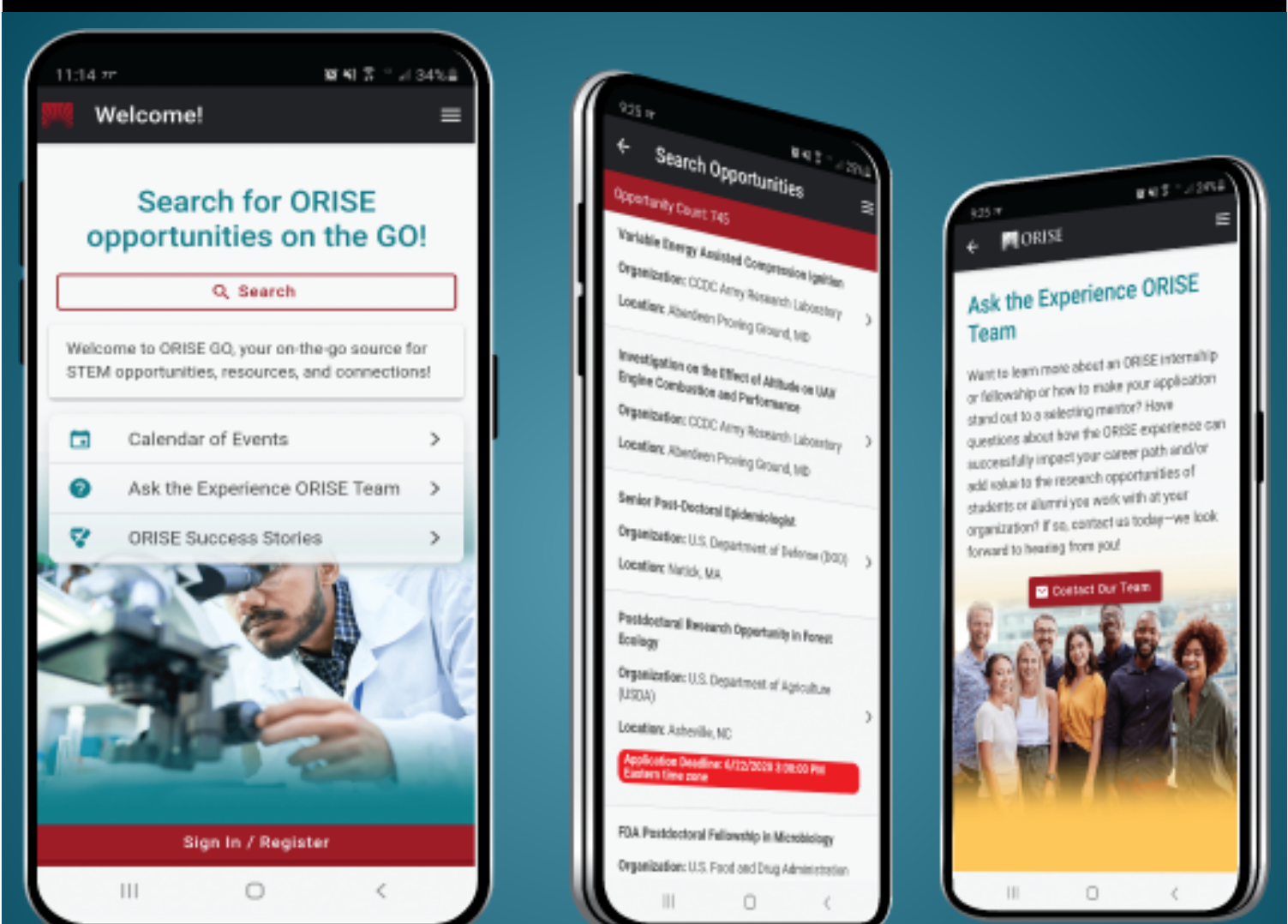
- **Citizenship:** LPR or U.S. Citizen
- **Degree:** Bachelor's Degree, Master's Degree, or Doctoral Degree.
- **Discipline(s):**
 - **Computer, Information, and Data Sciences** ([3](#) )
 - **Engineering** ([27](#) )
 - **Mathematics and Statistics** ([2](#) )
 - **Social and Behavioral Sciences** ([3](#) )
- **Age:** Must be 18 years of age



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