

Opportunity Title: USDA-ARS Application of Project Planning Skills to BSL-3 Ag Laboratory Standup Fellowship
Opportunity Reference Code: USDA-ARS-PA-2024-0292A

Organization U.S. Department of Agriculture (USDA)

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How to Apply *To submit your application, scroll to the bottom of this opportunity and click **APPLY**.*

A complete application consists of:

- An application
- Transcript(s) – For this opportunity, an unofficial transcript or copy of the student academic records printed by the applicant or by academic advisors from internal institution systems may be submitted. Click [here](#) for detailed information about acceptable transcripts.
- A current resume/CV, including academic history, employment history, relevant experiences, and publication list
- Two educational or professional recommendations

All documents must be in English or include an official English translation.

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Application Deadline 12/6/2024 3:00:00 PM Eastern Time Zone

Description ***Applications are reviewed on a rolling-basis.**

ARS Office/Lab and Location: A research opportunity is currently available with the U.S. Department of Agriculture (USDA), Agricultural Research Service (ARS), located in Manhattan, Kansas.

The Agricultural Research Service (ARS) is the U.S. Department of Agriculture's chief scientific in-house research agency with a mission to find solutions to agricultural problems that affect Americans every day from field to table. ARS will deliver cutting-edge, scientific tools and innovative solutions for American farmers, producers, industry, and communities to support the nourishment and well-being of all people; sustain our nation's agroecosystems and natural resources; and ensure the economic competitiveness and excellence of our agriculture. The vision of the agency is to provide global leadership in agricultural discoveries through scientific excellence.

The National Bio and Agro-Defense Facility (NBAF), USDA, located in Manhattan, Kansas, is a state-of-the-art biocontainment facility for the diagnosis and study of foreign animal, emerging, and zoonotic (transmitted from animals to human) diseases that threaten U.S. agriculture and public health. NBAF is the only facility in the U.S. where large animals infected with the highest risk pathogens can be housed in biosafety level (BSL) 3 and 4 containment. NBAF provides and strengthens the nation with critical capabilities to diagnose animal diseases, to conduct research and develop vaccines and other medical countermeasures, and to train veterinarians



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and other scientists in preparedness and response to animal disease outbreaks.

Research Project: Under the guidance of a mentor, the fellow will learn about the development and integration across all operational units, an Integrated Master Schedule (IMS) and Task Tracker which will assist NBAF in reaching its goal of operational standup to support research and the safe and secure manipulation of select agents at the BSL-3 and BSL-4 levels. Under the guidance of a mentor, this project will involve inclusion and integration of an IMS and task tracker developed by a contractor authorized to lead re-commissioning activities for the NBAF facility, identification of tasks and development of multiple IMS and task trackers representative of standup activities across NBAF operational units, providing NBAF leadership with updated briefings, and communicating with scientific staff to identify operational tasks necessary to support scientific research at the BSL-3 and BSL-4 levels.

Under the guidance of a mentor, the ORISE fellow will be provided the opportunity to:

1. Be independent, while receiving guidance from the ORISE mentor to gather necessary information related to the development of schedules and resource allocation spreadsheets.
2. Become aware of the NBAF mission and functions to incorporate those items into appropriate timelines and activities.
3. Participate in the development and execution of an operational process on behalf of USDA at NBAF, including but not limited to an IMS, supporting real-time updates, and reporting and identification of potential challenges or risks to established timelines.
4. Use a proactive approach to address scheduling concerns in a timely manner and communicating those concerns with NBAF leadership.
5. Solicit and incorporate operational input from stakeholders (ARS and APHIS) into planning materials and processes.
6. Encourage cross-unit collaboration and communication pertaining to activities or missions of specific working groups, provide criteria and guidelines for preparation and submission of related materials and consolidation of materials from various sources.
7. Collaborate with the NBAF Quality manager to emphasize program efficiency and process improvement in NBAF operations.
8. Use technological tools such as advanced computer program capabilities, to include Primavera P6 Professional; Microsoft Project, PowerPoint, Word, Excel, Publisher; Bluebeam Revu; AutoCAD; Google Earth Pro; ArcGIS Pro; Adobe Pro; Visio; and SharePoint.
9. Use Primavera software to organize, edit and maintain an IMS to include reporting functions, resource loading and integrating activities to determine final project schedules.
10. Use software applications including Microsoft Office, Excel, Outlook, Internet Explorer and other relevant programs and web-based systems.
11. As needed, provide written and verbal reports and updates on status of

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ongoing projects to local USDA and NBAF leadership.

12. Under the mentor, learn about project planning for special projects and studies assigned by the NBAF Director and/or Deputy Director.
13. Observe all NBAF safety and security regulations, requirements, and protocols.

Learning Objectives:

1. The fellow will learn to apply core principles of project development, planning, and implementation, utilizing key technologies to develop and maintain activities and schedules across operational and scientific disciplines.
2. The fellow will be encouraged to participate in NBAF's High Reliability Organizational (HRO) program and will be provided the opportunity for continued Lean Six Sigma training.
3. The fellow will learn to employ communication skills within the NBAF organization to acquire necessary information and cooperation from operational, scientific, and contractual stakeholders.
4. Develop a greater understanding of government processes and procedures related to the mission and vision for a unique USDA high containment research facility.
5. Be provided the opportunity to attend and present data of his/her findings at national/international conferences.

This ORISE fellowship opportunity will allow the fellow to experience a multitude of relationships within a large governmental organization (USDA) consisting of two separate agencies (APHIS and ARS) working together to accomplish a common goal or mission. Within both agencies at NBAF, the fellow will collaborate with both operational and scientific units, interdependent on each other for success. This project will challenge the fellow to use many phases of their previous educational experiences and technological skills, while providing them a multi-faceted learning experience that can be applied to many potential career paths.

Mentor(s): The mentor for this opportunity is Kenneth Burton (kenneth.r.burton@usda.gov). If you have questions about the nature of the research, please contact the mentor(s).

Anticipated Appointment Start Date: 2024. Start date is flexible and will depend on a variety of factors.

Appointment Length: The appointment will initially be for one year, but may be renewed upon recommendation of ARS and is contingent on the availability of funds.

Level of Participation: The appointment is part time or full time.

Participant Stipend: The participant will receive a monthly stipend commensurate with educational level and experience.

Citizenship Requirements: This opportunity is available to U.S. citizens only.

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ORISE Information: This program, administered by ORAU through its contract with the U.S. Department of Energy (DOE) to manage the Oak Ridge Institute for Science and Education (ORISE), was established through an interagency agreement between DOE and ARS. Participants do not become employees of USDA, ARS, DOE or the program administrator, and there are no employment-related benefits. Proof of health insurance is required for participation in this program. Health insurance can be obtained through ORISE.

Questions: Please visit our [Program Website](#). After reading, if you have additional questions about the application process, please email ORISE.ARS.Plains@orau.org and include the reference code for this opportunity.

Qualifications The qualified candidate should have received or be pursuing a bachelor's or master's degree in one of the relevant fields. Degree must have been received within the past year or be currently pursuing, with preference to those who anticipate complete before the appointment start date.

Point of Contact [Janeen](#)

- Eligibility**
- Requirements**
- **Citizenship:** U.S. Citizen Only
 - **Degree:** Bachelor's Degree or Master's Degree.
 - **Discipline(s):**
 - **Business** ([3](#) 👁)
 - **Computer, Information, and Data Sciences** ([2](#) 👁)
 - **Life Health and Medical Sciences** ([2](#) 👁)