



ECOLEADERS

2019 NWF EcoLeader EcoCareers Graduate Student Fellowship Request for Applications

Topic: EcoCareers Conference Research Fellow

Location: Any U.S. location

Background:

In spring of 2014, the National Wildlife Federation launched the EcoLeaders Program to help students and young professionals develop sustainability leadership skills and secure great jobs that help the planet. The EcoLeaders leadership and career development program advances a proven model of leadership for sustainability. It draws on the lessons learned over three decades supporting thousands of sustainability projects at more than 2,000 colleges and universities across the U.S. and world through NWF's Campus Ecology, Greenforce, and other programs.

NWF's EcoLeaders take five steps towards their personal leadership and career goals:

- 1) Declare an EcoMission
- 2) Launch a project
- 3) Support others
- 4) Earn certification
- 5) Create a personalized career plan

Certified EcoLeaders are on the pathway to a career that protects the planet. NWF provides a Career Center that helps high school and college students, as well as early career professionals, develop personalized sustainability career plans, learn about trends and opportunities in green careers, connect with employers, and sharpen skills through an annual conference, webinars, articles, resources, professional development forums, and workshops

Goal of Fellowship: In an effort to better serve the NWF EcoLeaders community, the NWF EcoCareers Research Fellow will support the growth and development of the annual EcoCareers Conference based on research of best practices in the field, stakeholder engagement, and the development of a proposal for strategies moving forward.

Key Responsibilities

- Register and maintain an active personal profile and presence on NWF EcoLeaders community, and promote to personal network
- Create project plan for a 4-6 month Fellowship term based on desired goal (stated above)
- Researching similar interactive, online, global events and suggesting best practices in technology and event management

- Researching and developing a business plan for conference growth and enhancement, using information from above as well as from stakeholder engagement
- Providing conference promotional content for social media pages on Facebook, Twitter, & Instagram
- Assists the NWF EcoLeaders team with additional duties as assigned

Fellowship Program Requirements:

- Participate in Fellowship kick-off call - date TBD
- Participate in periodic phone check-ins with NWF staff about project status and responsibilities
- Submit biweekly project updates throughout the Fellowship detailing the progress you have made and plans for the duration of your Fellowship

Perks and Privileges:

- \$3,000 stipend
- Professional development resources, assistance, and networking
- Possibility of academic credit for successful completion of the project, as an independent study or integration of fellowship project into course curricula

Eligibility: Graduate students from any college or university within the U.S. are eligible to apply. Applications are invited from students in all disciplines and are not limited to environmental studies majors. Current and former employees of National Wildlife Federation and former NWF Campus Ecology Fellows are ineligible to apply. Former NWF interns are eligible to apply following one year from their final work date. The name on the application must be limited to **one individual** and the Fellowship reporting, training, or other requirements cannot be transferred to or shared with another student. Additional involvement should be noted in the proposal. The applicant must be enrolled in school through the duration of the 4 month grant period.

Grant Terms:

The Fellowship is for a term of 4-6 months, depending on Fellow's schedule. The fellow will begin in mid-April 2019 specific date TBD. Fellows spend various amounts of time on their projects each week. The average amount of time spent is 10 hours weekly or 40 hours monthly. The time invested by each student is typically considerable, but it is also flexible to account for schoolwork and other commitments and the working style of each Fellow. Fellows will receive a stipend for their work. Any Fellowship-related expenses accrued during the Fellowship period should be covered by the stipend.

Payments are dispersed in two installments: First installment of grant awards are made within two weeks of awarding the fellowship and finalizing fellowship agreement. The second installment will be made by August 31, 2019. Grant funds may be distributed to the student directly (with submission of a W-9) or to an Administrative Office on campus (e.g. Research, Grants and Contracts Office, Financial Aid Office, Campus Sustainability Office) to the attention of the appropriate administrator. Grant funds may be taxable; consult your tax advisor for U.S. Internal Revenue Service reporting requirements.

How to Apply:

1. Carefully review the information provided in this document.

2. Complete and submit the application form for the 2019 NWF EcoLeader EcoCareers Graduate Student Fellowship, [HERE](#).
3. Submit an electronic letter of recommendation from your identified Advisor via PDF attachment to Fellows@nwf.org

All applicants must identify and work with an Advisor for the duration of the grant period. An advisor is a member of the staff, faculty, or administration on your campus who is willing to serve in an advisory capacity for the duration of the grant period. The advisor should be from the department on campus this is most closely related to your fellowship and can validate that the project is one that is supported by the department and/or campus.

Please secure an electronic copy of a letter of recommendation from the Advisor explaining the qualifications of the applicant and his or her role in advising the student and submit the letter as a PDF attachment via email to Fellows@nwf.org

The deadline to submit applications is April 20th, 2019 by midnight.

Applications are reviewed by a committee to determine which meet the selection criteria. All applicants will be notified of their status within one month of their application deadline.

Applications will be evaluated based on the following:

- Demonstrated interest in and experience working within or with diverse constituencies
- Engagement with students, faculty, community organizations, and businesses
- Interest in conservation of wildlife and habitat
- Strong communication skills of applicant to build diverse constituency
- Initiative to overcome barriers and seek alternative avenues when necessary
- Proactive research and outreach to ensure project will successfully achieve the above
- Commitment to advancing environmental initiatives on academic, personal, and professional levels
- Desire to remain an active member in NWF after the conclusion of the Fellowship