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# **ASEAN-U.S. Science and Technology Fellowship**

Applications due: Sunday, February 28, 2016  
*(Extended one week from Sunday, February 21, 2016)*

Fellowship Start Date: Wednesday, June 1, 2016  
(Selected Fellows must be available for Annual Workshop beginning May 23, 2016)

Submit application to: <https://form.jotform.me/53491502788463>

For enquiries send email to:

[ASEANScienceFellows@dai.com](mailto:ASEANScienceFellows@dai.com)

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## Section 1. Background and Introduction: ASEAN-U.S. Science and Technology Fellowship

The ASEAN region boasts strong skills and potential in science and technology and seeks to leverage these capacities to increase regional competitiveness, foster innovation and entrepreneurship, improve resource management, and enhance the lives of its citizens. Currently, few non-governmental scientists are consulted by ASEAN Member State (AMS) governments on policy decisions, and these scientists generally have a limited understanding of the government decision-making processes and how to effectively engage. ASEAN has a role to play in fostering and institutionalizing a culture of science-based policymaking throughout the region, and the Fellowship seeks to provide opportunities for policy-makers and scientists alike to learn from one another.

In early 2014, ASEAN's Committee on Science and Technology (COST) launched the ASEAN-U.S. Science and Technology Fellowship with support from the United States Agency for International Development (USAID) and U.S. Mission to ASEAN (USASEAN). In its first year, the Fellowship supported seven fellows from five AMS—Indonesia, Myanmar, Philippines, Thailand, and Vietnam—who contributed their knowledge and analytical skills to national-level Ministries for one year while learning about the process of policy-making and implementation.

The ASEAN-U.S. Science and Technology Fellowship is modeled on the prestigious U.S. American Association for the Advancement of Science (AAAS) Science & Technology Policy Fellowship, which has brought science expertise into the U.S. Government for over 40 years through the engagement of more than 2,600 Fellows.

Based on the success of the first year of the Fellowship (2014/15), USAID, USASEAN, and ASEAN decided to recruit a new cohort of Fellows on an annual basis beginning in 2015. The second year of the Fellowship (2015/16) saw the number of Fellows grow to 14, coming from seven AMS: Cambodia, Indonesia, Malaysia, Myanmar, Philippines, Thailand, and Vietnam.

The **goals** of the ongoing ASEAN-U.S. Science and Technology Fellowship are the following:

- Advance regional cooperation on ASEAN strategic priorities;
- Strengthen science-based policymaking throughout targeted national government ministries and/or bodies; and
- Empower and build the capacity of scientists in ASEAN to take a more prominent role in their respective country's efforts to integrate into the ASEAN Community.

The Fellowship provides opportunities for early career scientists who are citizens and residents of AMS to contribute their knowledge and analytical skills to their national governments. Fellows will be embedded in sectoral or line ministries or other agencies within their home countries, providing these institutions with increased technical capacity to make informed, science-based decisions. More specially, Fellows will be hosted by entities that support technical work aligned with the following three ASEAN and U.S. science and technology priority areas:

1. **Sustainable Energy** – Supporting development of strategies or policies to help national governments accelerate using efficient, environmentally friendly, and clean energy; addressing political and other barriers to help ASEAN achieve its goals of significantly increasing use of renewable energy.
2. **Climate Change and Climate Variability** – Supporting development of national climate change strategies, policies or action plans; supporting government efforts to mitigate the impacts of climate change on cities, communities, and ecosystems.
3. **Science, Technology and Innovation (STI) Policy** – Supporting the development of strategies, policies or frameworks to accelerate scientific activity or technology transfer; address intellectual property rights; foster collaboration between science and industry; catalyze STI investments, and promote entrepreneurship. (*Note: Scientists with industry experience are especially encouraged to apply under this theme.*)

The Fellowship will continue to build a regional network that bridges the science-to-policy gap by synthesizing relevant scientific information for use in national-level strategies, policies, and policymaking processes, as well as by developing associated policy or implementation recommendations. In addition, Fellows will assist their home countries' sectoral line ministries to carry out national priority tasks, ideally contributing to regional integration efforts and in support of closer ASEAN connectivity through scientifically-based analysis, and by taking steps to advance the use of science to address national and regional priorities. The Fellowship is not intended to support basic research activities of the chosen scientists, rather it is focused on providing an understanding of policy and government decision making processes—opening doors to a variety of new professional opportunities as well as potential shifts in career trajectories.

### ***Training, Professional Development, and Mentoring***

In addition to the work Fellows will carry out in their home countries, the year-long Fellowship includes participation in training workshops as well as opportunities to attend and contribute to relevant regional science and technology events. Through these professional development activities, Fellows will also network with each other and are encouraged to identify collaboration opportunities. Training will include, but may not be limited to, the following events:

- *Annual S&T Fellows Workshop (Jakarta)* – This orientation event will introduce the Fellows to ASEAN and the regional context and detail expectations and responsibilities for their upcoming year. The week-long event will provide Fellows with the following:
  - introduction to ASEAN, the ASEAN Secretariat, and ASEAN-U.S. S&T priority areas;
  - understanding of expectations for the Fellowship, including roles and responsibilities and expected work outcomes;
  - guidance on crafting objectives and activities to be refined into a Plan of Action (POA) for the year (to be drafted in close coordination with the Fellow's supervisor during the orientation); and
  - initial training and capacity building
- *ASEAN Committee on Science & Technology (COST) Meeting* – Fellows will attend the 71<sup>st</sup> ASEAN COST Meeting in 2016, giving them an opportunity to observe regional policy processes and a chance to network and consult with COST representatives from AMS.
- *Professional Development* – During the year, Fellows will have the opportunity to come together for training workshops during the orientation in Jakarta and again in the middle of

the year at the 71st COST Meeting. Fellows will learn valuable leadership and communication skills and further strengthen relationships and linkages.

- *Other Relevant Science and Technology Events* – Fellows may also have the opportunity to attend relevant workshops and events throughout the year, serving as panelists, participants, or representatives of the Fellowship.
- *Mentoring* – Fellows will be connected with resource people who will provide them with periodic advice on how to be more effective in formulating science-based policy recommendations and given the opportunity to connect with U.S. scientists and networks.

### ***Logistics and Financial Support***

The ASEAN-U.S. Science and Technology Fellowship will begin on June 1, 2016. A stipend of \$1,200 per month for the 12 months of the Fellowship period will be granted. The stipend is intended to cover all relevant costs for participating in the Fellowship (e.g. salary, room, board, insurance, etc.). Relocation support will not be provided. Travel costs for Fellows' participation in the Annual Fellows Workshop in Jakarta—at the start of their Fellowship year and the end—ASEAN COST Meeting, and other pre-approved events will be covered separately. Fellows must be available to participate in the Annual Fellows Workshop preceding the start of the Fellowship and are expected to participate for all 12 months.

## **Section 2. Eligibility and Application Package**

### ***Eligibility***

While a Ph.D. is strongly encouraged and preferred, applicants must have at minimum a Master's degree to apply. The Fellowship anticipates that most Fellows will be at the Ph.D. level. Candidates with Master's degrees must have at least five years of professional experience. The Fellowship is aimed at early career scientists who will use the experience to enhance and inform future career paths. Applicants should be less than 45 years of age as of February 28, 2016. All eligible applicants, including women and ethnic minorities, are strongly encouraged to apply to the Fellowship.

This Fellowship is focused on bringing outside scientific knowledge and perspectives into the government, and in creating new career experiences for participants. The Fellowship particularly encourages applications from scientists who are not already employed by their home governments. Government scientists applying for this Fellowship must clearly articulate in their Essay Questions how the Fellowship will provide them with new opportunities and further their career development. Government scientists cannot seek a Fellowship to continue their position within their current ministry or role.

### ***Application Package***

1. Applicant profile: full name, contact information, and science and technology priority areas of interest (Sustainable Energy; Climate Change and Climate Variability; or Science, Technology and Innovation Policy). *Fellows may apply for more than one thematic area of interest.\**
2. Curriculum vitae (format provided in Appendix 1, not to exceed five single-spaced pages).
3. Three letters of recommendation (format provided in Appendix 2). It is recommended that at least one of the recommendations be from a person working in government or in a civil society organization. The recommendation form provided should be forwarded to the three respective referees, who will fill it in and send it directly to

[ASEANScienceFellows@dai.com](mailto:ASEANScienceFellows@dai.com). Please note that the applicant is responsible for ensuring that all three letters are submitted by their recommenders by the February 28, 2016 deadline.

4. Essay Questions. Provide answers to the following four (4) questions, limiting responses to 400 words each:
  - a. Describe a problem related to your chosen science and technology priority area that you are passionate about addressing (*\*if you are applying for more than one thematic area, please provide a separate answer to question (a) for each theme under which you apply*). Why is this an important issue and what do you see as some of the opportunities and challenges for government in this area?
  - b. Why are you interested in participating in this Fellowship? How will this help you advance your career and realize your professional goals?
  - c. Describe a time when you demonstrated leadership, took on a leadership role on a project, and/or worked to build consensus among differing viewpoints.
  - d. This is an ASEAN-wide Fellowship. What do you see as the potential benefits of working within/through ASEAN? Please also describe what you anticipate as the potential challenges of doing so.

Submit application packages via the following link: <https://form.jotform.me/53491502788463> and direct any questions to the following email address: [ASEANScienceFellows@dai.com](mailto:ASEANScienceFellows@dai.com).

### Section 3. Selection Criteria

Applications will be evaluated based upon the following four criteria:

- Scientific and/or technical background and professional accomplishments
- Leadership and/or potential for leadership
- Communication, interpersonal, and outreach skills
- Commitment to the three main goals of the ASEAN-U.S. Science and Technology Fellowship (see page 3 above)

These criteria and the point allocations are further explained below. Scientific and technical background and professional accomplishments are weighted more heavily than the other three categories. However, professional accomplishments alone are not sufficient for success. Fellows must also possess a combination of leadership attributes, a commitment to the Fellowship goals, and strong communication and interpersonal skills.

#### Scientific and/or Technical Background and Professional Accomplishments (40 points)

- Strong academic background with a minimum Master's level degree in relevant technical or scientific field, with a strong preference for Ph.D. level
- At least five years of professional work experience in area of expertise for applicants with Master's degrees
- Employment in relevant academic, applied scientific/technical, research, administration outreach, or policy positions appropriate to career stage and field
- Record of publications and/or presentations appropriate to career stage, field, and institutional setting
- Record of grants and/or participation in research projects or other scientific/technical initiatives appropriate to career stage, field, and institutional setting

- Professional accomplishment related to the application of science to policy or to the design or implementation of development activities

#### Leadership and/or Potential for Leadership (20 points)

- Prior leadership roles relevant to career stage, such as membership in graduate student government, faculty committees, advisory, or editorial committees and/or active participation in professional societies, non-profit organizations, or community initiatives
- Demonstrated potential organizing and leading projects, building consensus, and leading teams of people toward positive outcomes
- Demonstrated flexibility and the ability to work well independently or as part of a team
- Proven potential to take initiative and make the most of opportunities given

#### Communication, Interpersonal, and Outreach Skills (20 points)

- Excellent communication skills and attention to detail
- Proven proficiency in English language, the official language of ASEAN
- Ability to convey scientific knowledge in broader, non-scientific contexts (i.e. able to present complex ideas or data in layman's terms)

#### Commitment to Goals of the ASEAN-U.S. Science and Technology Fellowship (20 points)

- Strong interest in applying knowledge toward the solution of problems in the chosen science and technology priority area
- Alignment of background to host country priorities
- Willingness and flexibility to tackle issues beyond area of expertise and the capacity to interact with policy makers and expand experience into the policy realm
- Demonstrated commitment to applying scientific and technical expertise to serve society and to advance regional cooperation

Shortlisted candidates may be contacted for a second round of evaluation, which may include additional written questions, an interview and/or request for video submission. The evaluation committee reserves the right to select 2016/17 Fellows without undergoing a second round.

### **Section 4. Timeline**

- **January 6, 2016** – Call for Applications posted
- **February 28, 2016** – Applications (including letters of recommendation) are due at 11:59 p.m. Jakarta time and should be submitted via <https://form.jotform.me/53491502788463>. Letters of recommendation to be sent directly to ASEANScienceFellows@dai.com
- **April 8, 2016** – Notification sent to selected Fellows
- **May 23-30, 2016** – Annual S&T Fellows Workshop in Jakarta kicks off the 2016/17 Fellowship. **Attendance is mandatory for all 2016/17 Fellows.**
- **June 1, 2016** – First day of work at designated host ministry

**Appendix 1: Suggested Format for Curriculum Vitae**  
*(not to exceed five single-spaced pages)*

*Please indicate priority area(s) selected: Sustainable Energy; Climate Change and Climate Variability; Science, Technology and Innovation (STI) Policy (you may apply for more than one thematic area of interest)*

**Curriculum Vitae - [Name of Candidate]**

Personal Information

Full Name: *(last name should be capitalized and underlined)*

Nationality: *(eligible only from 10 ASEAN Member States)*

Date of Birth: *(dd-mm-yyyy)*

Gender:

Contact Information

Home Address:

Email:

Telephone:

Mobile:

Professional Information

Current Employer:

Current Work Address:

Current Position:

Education Profile *(starting from latest degree)*

Work Experience *(starting from latest workplace)*

Recent Publications and Reports *(authored or co-authored)*

Grants Received and/or Participation in Research Projects

Additional Professional Information

Major Accomplishments/Awards

Training Courses

Professional or Community Membership/Affiliation

Other relevant information that demonstrate your leadership potential and communication/interpersonal skills

## Appendix 2: Required Format for Letters of Recommendation

(This form should be forwarded to and completed by the three respective referees,  
who will fill it in and send directly to [ASEANScienceFellows@dai.com](mailto:ASEANScienceFellows@dai.com))

### RECOMMENDATION FORM

**Name of Candidate:** \_\_\_\_\_

**Person Making Recommendation:**

Name: \_\_\_\_\_

Current Position: \_\_\_\_\_

Institution: \_\_\_\_\_

Address: \_\_\_\_\_

Official E-mail Address: \_\_\_\_\_

Contact Number (Telephone/mobile): \_\_\_\_\_

**Candidate is being considered for an ASEAN-U.S. Science and Technology Fellowship. Please provide the following information/narrative to support his/her candidacy:**

1. How long have you known the applicant and in what capacity?
2. Based on your experience and observations of the candidate’s work, please rate the candidate with an “X” mark per the following scale: NC=unable to comment; Marginal=lower 50%; Average=top 50%; Good=top 25%; Excellent=top 10%; Superior=top 3%

#### RATINGS

Evaluation Criteria*	NC	Marginal	Average	Good	Excellent	Superior
Scientific and/or Technical Background and Professional Accomplishments						
Leadership and/or Potential Leadership						
Communication, Interpersonal and Outreach Skills						
Commitment to Goals of the ASEAN-U.S. Science and Technology Fellowship						

*\*please see the application document for the explanation of the four evaluation criteria*

3. Please make any additional comments (on a separate page) that will help the evaluation committee consider the candidate’s application, particularly noting leadership qualities which might not be apparent in the applicant’s documents. Thank you.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

***Please kindly email the completed, signed recommendation form directly to [ASEANScienceFellows@dai.com](mailto:ASEANScienceFellows@dai.com), with the subject as: Recommendation Form for [Name of Candidate]. We will not accept the form if it is sent by the applicants themselves.***