



**OLD DOMINION  
UNIVERSITY**

## 2019 Coastal Adaptation and Protection Fellow

*Application Deadline: April 15, 2019*

Virginia Sea Grant (VASG) has two paid summer fellowship opportunities to support Virginia's Special Assistant to the Governor for Coastal Adaptation and Protection and the implementation of the Governor's Executive Order 24: Increasing Virginia's Resilience to Sea Level Rise and Natural Hazards.

### DESCRIPTION

The selected fellows will assist the Special Assistant in the development, documentation, collection of data, research, and drafting of Virginia's first *Coastal Resilience Master Plan*. In addition, both fellows will shadow the Special Assistant and provide collaborative meeting support. This includes arranging working meetings, communicating with participants, taking notes and preparing meeting summaries, conducting follow-up research and analysis, and possibly facilitating discussions (if commensurate with experience.) The positions require engagement with stakeholders and government officials at the highest level.

### FELLOWSHIP SPONSOR

Virginia Sea Grant's mission is to enhance the ecological, economic, and social sustainability of coastal and ocean communities and the ecosystem services they depend upon through university-based research, extension, education, and communication that provide science-based information to decision makers. VASG is a seven-university partnership headquartered at William & Mary's Virginia Institute of Marine Science, and composed of the University of Virginia, Virginia Tech, and George Mason, James Madison, Old Dominion, and Virginia Commonwealth Universities. VASG serves the Commonwealth of Virginia, the region, and the nation.

### ELIGIBILITY

While an advanced undergraduate student may qualify, it is anticipated that the position will be filled by a graduate student. The candidate should be pursuing a relevant degree from Old Dominion University and have an interest in climate change adaptation, sea level rise, flooding, and other coastal impacts.

VASG is committed to building inclusive research, extension, communication and education programs that serve people with diverse backgrounds, circumstances, needs, perspectives, and ways of thinking. Diversity includes, but is not limited to, age, race, ethnicity, nationality, gender identity, sexual orientation, disability and/or health status, religion, veteran status, geographic origin and socio-economic status.

### *Qualifications & Requirements*

Travel to the eight Coastal Planning District regions of Virginia, stretching from Northern Virginia to Hampton Roads and the Eastern Shore and some field work may be required. Understanding of Geographic Information Systems (GIS) and familiarity with desktop publishing software is helpful.

### AWARD INFORMATION

The 12-week fellowship begins June 10<sup>th</sup> and runs through August. While the exact amount of time is negotiable, ideally the fellow will be available at least 40 hours per week. The fellowship will provide a stipend of **\$5,000**.

In Collaboration With





## HOW TO APPLY

Adherence to the format requirements is mandatory, and ensures fairness for all candidates. Do not exceed the page limit. VASG recommends submitting all application elements as PDF documents. Only the requested materials should be submitted; additional documents (e.g., letters of support, etc.) will not be reviewed.

### *Application Requirements*

Applications must include the following element:

- I. **Cover Letter:** Explaining your interest in the position and highlighting your qualifications
- II. **Resume / CV:** Two-page maximum
- III. **Transcripts:** Unofficial copies of undergraduate and graduate transcripts
- IV. **Three References:** List the name and contact information for three referees

### *Application Submission*

Applications must be submitted online via eSeaGrant (<https://vaseagrant.ecsion.com>) by **5:00 pm EST on April 15, 2019**. If you plan to apply, we recommend registering for eSeaGrant at least two days in advance of the deadline. Instructions on how to register and start an application on eSeaGrant are included below. Additional instructions can be found on eSeaGrant.

**To register:** Applicants can register for eSeaGrant by visiting the website, selecting the “Register” tab, and completing the required information. If you do not receive a “welcome” email with login credentials shortly after registering, please contact Sam Lake (see contact information below).

#### **To start an application, or edit an existing application:**

- Click on “Current Tasks” on the banner head.
- Select “Add Fellowship Application” under “2019 Coastal Adaptation & Protection Fellow.”
- Once you have added the application to your Current Tasks, you must progress down through the sequence of application sections (“Start Here” through “Submission Preview”) listed on the left side of the window to submit the application. Guidance related to these sections follows, in sequence. *Please note - some sections may require additional pop-up pages, please allow your browser to display pop-up windows and enable JavaScript.*

Applications must be submitted by the deadline. VASG will not accept late applications under any circumstances (e.g., internet delays), so please allow ample time to submit your applications in advance of the deadline. Confirmation of the application will be automatically generated and sent by eSeaGrant. If you do not receive confirmation shortly after submitting your application, please contact Sam Lake.

## TENTATIVE TIMELINE FOR FELLOWSHIP

Fellowship announcement released	March 2019
Applications due to VASG by 5:00 p.m. EST	April 15, 2019
Notification of results	May 2019
Fellow begins	June 10, 2019

## FOR MORE INFORMATION

Questions about this opportunity should be directed to VASG’s Director, Troy Hartley ([thartley@vims.edu](mailto:thartley@vims.edu)) or Emily Steinhilber, Research Assistant Professor, Commonwealth Center for Recurrent Flooding Resiliency, ODU ([esteinhi@odu.edu](mailto:esteinhi@odu.edu), 757-683-5031). Please contact Sam Lake, VASG Fellowship & Research Program Coordinator, with questions regarding your application or eSeaGrant.

Samuel J. Lake, Fellowship & Research Program Coordinator  
Virginia Sea Grant  
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