



Maryland Forestry Foundation
124 South Street #3
Annapolis, MD 21401
www.marylandforestryfoundation.org



MEL FELLOWSHIP POSITIONS ANNOUNCEMENT

Two Positions are Now Open for each of these Fellowships :

- 1. Natural Resources Careers**
- 2. Urban & Community Forestry**

Applications must be received by **April 15, 2020**.

Award to be announced by May 15, 2020.

Applications must be submitted online at www.marylandforestryfoundation.org, accompanied by a resume. Two online letters of recommendation must be received by the deadline.

The Maryland Forestry Foundation is calling for applications to fill 4 Mel Fellowship positions for the period from October 1, 2020 – July 31, 2021. These Fellowships are funded through the Maryland Department of Natural Resources and administered by the Maryland Forestry Foundation.

Requirements: Applicant must be a Maryland resident and a college student currently enrolled in a natural resources field of study. Expectations are that fellowship activities will require roughly 5 hrs/wk and may include travel.

Two **Letters of Recommendation** must be submitted online. One from a faculty member in a natural resources field who verifies the student's enrollment in the college and speaks to the student's career interest and their ability to manage a fellowship workload in addition to their academic program. The 2nd letter should be from any other non-family member who can speak to the personal motivation and character of the applicant and their ability to work independently with initiative.

Applicant must be proficient in Word, Excel, Acrobat and social media. The position will require travel to Annapolis and to locations around the state – however, most work can be carried out from your home base.

Expectations: The primary goal of the Fellowship is to help a student successfully graduate in a Natural Resources field of study. Beyond that, specific Fellowship expectations are found in **Appendix A** for Natural Resources Careers and in **Appendix B** for Urban & Community Forestry. A final report must be submitted listing accomplishments and suggestions for how to improve the Fellowship program.

Remuneration: \$10,000 total stipend, paid out monthly, based on mutually agreed upon goals and deliverables.

Instructions: Complete the **Application** online, attach your **Resume** and have your chosen references fill in our online **Letter of Recommendation** form. All submissions should be submitted by April 15, 2020. An acknowledgement of receipt will be sent to the student. If you have problems, please email us at Info@marylandforestryfoundation.org



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APPLICATION

MEL FELLOWSHIP POSITION

Applications must be received by **April 15, 2020**.

Award to be announced by May 15, 2020.

Applications must be submitted online at www.marylandforestryfoundation.org, accompanied by a resume. Two online letters of recommendation must be received by the deadline.

Contact Information

Student applicant:

Last name

First name

Contact info:

Email address

Phone

Street address

City, State, Zip

College and Career Aspirations

College in attendance:

City

State

College start date

Month/Year of expected graduation

Note: List any other colleges attended in written section on next page.

Cum GPA

Current major

Current minor

Career interest:

List field(s) or job title(s) of interest to you

NRCC participation:

If you have participated in the Natural Resources Careers Camp in Maryland, list the year(s) and whether you attended as a student or as a counselor.

Application Essay

Describe your interest in the field of natural resources, how you have put that interest into action and what college and career aspirations you have. If you have attended more than one college, please provide the attendance dates and any degrees earned. Highlight any past work experience that may relate to the expectations of the fellowship. The online form will accommodate 600 words - if more space is needed, attach an additional page.

Appendix A

Expectations for the Natural Resources Careers Fellowship

October 1, 2020 – July 31, 2021

Expectations

1. **Primary goal of the Fellowship**
 - Successful matriculation in your degree program
2. **Promotional goals**
 - Promotion of careers within Natural Resources fields by sharing your educational experiences, work experiences and future career plans with students around the state
 - Promotion of the Fellowship program within your university and to similarly situated students for recruitment of future applicants
3. **Efforts on behalf of the Natural Resources Careers Camp**
 - Become familiar with the history and operational goals of NRCC
 - Provide input on promotion of the camp and on recruitment of students
 - Work with partners to increase visibility of the camp: local Forestry Boards, Maryland Forest Service, industry partners, the Green School program and the NRCC Alumni group
4. **Reporting and meeting duties**
 - Submit a Final report listing your Fellowship accomplishments and suggestions for how we can improve the Fellowship program
 - Attend NRCC committee meetings (max 2)
 - Regular phone and email communication with Foundation staff and partners when appropriate
 - Visit NRCC during the week of July 19 – 25, 2020 to speak with students and meet NRCC staff and industry participants

NOTE : This list is subject to change. The Foundation will work with the student to develop a reasonable plan of expected outcomes.

Appendix B

Expectations for the Urban & Community Forestry Fellowship

October 1, 2020 – July 31, 2021

Expectations

1. **Primary goal of the Fellowship**
 - Successful matriculation in your degree program
2. **Promotional goals**
 - Promotion of careers within Natural Resources fields by sharing your educational experiences, work experiences and future career plans with students around the state
 - Promotion of the Fellowship program within your university and to similarly situated students for recruitment of future applicants
 - Assist the Maryland Urban & Community Forestry committee (MUCFC) in the expansion of their outreach activities
3. **Efforts on behalf of the Urban Forestry Careers Camp**
 - Assist in the development of a curriculum for the Urban Forestry Careers Camp as well as with the planning and launching of the camp
 - Provide input on promotion of the camp and on recruitment of students
 - Work with partners to increase visibility of the camp: local municipalities, universities, Forestry Boards, Maryland Forest Service and industry partners
4. **Reporting and meeting duties**
 - Submit a Final report listing your Fellowship accomplishments and suggestions for how we can improve the Fellowship program
 - Attend relevant meetings at DNR and around the state
 - Visit the Urban Forestry Careers Camp in the summer of 2020 to speak with students and meet the UFCC staff and industry participants
 - Regular phone and email communication with Foundation staff and partners when appropriate

NOTE : This list is subject to change. The Foundation will work with the student to develop a reasonable plan of expected outcomes.