



2016 ASTC Diversity & Leadership Development Fellows APPLICATION FORM

About the Program

For more than a decade, the *ASTC Diversity and Leadership Development Fellows Program* has nurtured emerging science center leaders from underrepresented groups currently employed by ASTC member institutions. The intent of the Fellowship program is to provide professional development experiences, a peer network, and opportunities to acquire and hone leadership skills that leverage the unique worldview and experiences Fellows bring to their work.

The program is intended to benefit the participants, ASTC member institutions, and the field at large by:

- making the professional development opportunities and experiences offered through the ASTC Annual Conference accessible to more museum professionals from underrepresented groups
- increasing the diversity of voices and perspectives participating in Annual Conference discussions and activities
- providing focused leadership development training to increase individual and institutional capacity for creating inclusive learning and workplace environments and
- supporting an ever-expanding network of highly-skilled diverse leaders in the field.

To date, more than 120 science center professionals from 80 ASTC-member institutions in the United States and Canada have participated in the program, and 90 percent of program participants are successful in presenting sessions at the ASTC Annual Conference.

Eligibility

An individual may apply for an ASTC Fellowship if she/he:

- identifies with one or more of the following underrepresented groups: racial/ethnic minority, person with a disability, or LGBT
- lives and is employed at an ASTC-member institution in, North America
- has been employed at her/his present institution full-time for at least one year **prior to date of application submission**
- holds at least a mid-level management position (non-entry level, some supervisory role)
- demonstrates a desire to advance her/his career in the science center/museum field
- expresses an interest in supporting equity and diversity in the science center/museum field and
- has not attended an ASTC Annual Conference in the past three years.

Award Information

Award includes free conference registration and reimbursement of up to \$1,000 for conference-related travel, lodging, and meals. The stipend is disbursed to the Fellow's institution upon timely submission of all original receipts and required forms.

There is no limit to the number of applications that a single member science center or museum may submit, but no more than one Alumni Fellow and one New Fellow will be selected from a single institution.



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Sponsored Fellows: Due to limited program funds, science centers are invited to consider underwriting their Fellows' participation in the 2016 Fellowship Program. See *Applicant and Institution Statement of Understanding* for more information.

Application Instructions

- The application includes the submission of the following:
 - Application form. Additional pages may be added if more space is needed, but questions must be clearly referenced and numbered.
 - Resume or curriculum vitae
 - Current institutional organizational chart (helps to clarify mid-level for each institution)
 - Signed statement of understanding, including CEO and supervisor signatures
- Applications and all supporting materials must be submitted via mail or email. Applications should be sent to:

ASTC Diversity and Leadership Development Program
c/o Association of Science-Technology Centers
818 Connecticut Avenue, NW, Floor 7
Washington, DC 20006

Or

ahernandez@astc.org, Subject: 2016 Fellows Application

- Complete applications **must be received by 11PM Eastern, May 23, 2016**. Applicants will be notified of selection in late June 2016.

Incomplete applications will not be accepted. Please review application thoroughly prior to submission. The application may not be faxed. All application materials become the property of the Association of Science-Technology Centers.

Application Review

A panel of reviewers familiar with the science center profession and diversity issues will review the applications. Reviewers will look for evidence that the applicant:

- Is committed to promoting equity and diversity and
- Shows a long-term commitment to a career in the science center field.

Questions?

Please contact us with any questions by telephone or by email:

- Ann Hernandez, Program Manager, Professional Development: ahernandez@astc.org or 202/783-7200 x126



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Personal Information

Name: _____
Institution: _____
Address: _____
City: _____ State/Province: _____ Zip/Postal Code: _____
Phone: _____
Fax: _____
E-mail: _____

Demographic Information

Eligibility for this program is limited to individuals from certain underrepresented groups. Please indicate any and all groups you identify with:

_____ Racial/ethnic minority (please describe) _____
_____ Person with a disability (*limited accommodations for visual and audio impairments available*)
_____ LGBT(lesbian, gay, bi, transgender)

Employment Information

Current position/job title: _____
Year of hire: _____
Previous positions held at current institution (if applicable): _____

How did you hear about your current position, or how were you recruited?



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Short Answer Questions

Please answer the following questions on a separate page. Responses must be typed.

1. Briefly describe your current position (major responsibilities and functions).
2. What career goals have you set for yourself for the upcoming year?
3. What are your long-term career goals?
4. How will your selection as an ASTC Fellow and participation in the ASTC Annual Conference help you attain your short- and long-term goals?
5. Please list and briefly describe your top 2-3 professional development goals that you hope the Fellows training will help you reach.
6. The success of the ASTC Fellows program is built upon the contributions of program participants. What experiences and assets do you hope to share with other Fellows?
7. Please describe your vision of equity and diversity at your institution or in the science center/museum field at large, and how you plan to achieve this vision. *Please limit your answer to this question to one page.*

Additional Information

- ✓ Submit a current copy of your resume or curriculum vitae.
 - ✓ Submit a current organizational chart.
 - ✓ Supplementary materials illustrating your accomplishments. Limit 10 pages, no videos or individual photos. Materials will not be returned.
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Application Checklist

Review the following list to ensure submission of a complete application. Incomplete applications will not be considered for selection.

- _____ Completed application form (including short answer questions)
- _____ Current resume or curriculum vitae
- _____ Institutional organizational chart



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Signed *Applicant and Institution Statement of Understanding*

Supplementary Materials (optional)

Mail completed application and all attachments to:

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Washington, DC 20006**

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APPLICANT AND INSTITUTION STATEMENT OF UNDERSTANDING

We understand that the selection of this applicant as an ASTC Fellow will require institutional support to ensure Fellows' full participation in the *2016 ASTC Diversity and Leadership Development Fellows Program*.

Applicant and supporting institution will ensure participation in the following events if selected as a 2016 Fellow:

- Attend the 1½ -day Pre-Conference ASTC Fellowship Workshop beginning **Thursday, September 22 at 9:00am ET** in Tampa, Florida
- Attend all plenary events and a minimum of 10 sessions, including at least two of those suggested by the Fellowship Program
- Participate in specified mid-day sessions Saturday through Monday
- Attend the Saturday night party (in support of the Fellows program)
- Participate in a wrap-up and evaluation workshop on **Monday, September 26 from 4:00-6:30pm**
- Contribute ideas or session proposals for the 2017 conference
- Participate in professional development seminars throughout the year
- Mentor current and future ASTC Conference Fellows
- Become an active member in the ASTC Fellowship Network

In order to broaden the reach and increase the impact of the Fellows program, many CEOs have chosen to underwrite the full \$1,000 stipend for a Fellow's participation or, in some cases, a percentage of the stipend amount. Responses to this section are not considered in the application review process; however, it may affect the total number of Fellowships awarded.

_____ Yes, I will underwrite full participation (waive \$1000 stipend).
_____ Yes, I will underwrite __ 25% __ 50% __ 75% of stipend amount.

Institution Name: _____

Applicant Signature: _____ Date: _____

Print Name: _____

Supervisor Signature: _____ Date: _____

Print Name: _____

CEO Signature _____ Date: _____

Print Name: _____