



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT  
Washington, DC 20415

The Director

Tuesday, February 14, 2012

**MEMORANDUM FOR: Chief Human Capital Officers**

FROM: John Berry, Director

Subject: Opportunity in Support of the DoDEA STEM Initiative

As a part of the U.S. Office of Personnel Management's (OPM's) continuing efforts to recruit top talent across all workforce populations, we are supporting the U.S. Department of Defense Education Activity (DoDEA) in its effort to engage DoDEA students to consider Federal careers in Science Technology, Engineering, and Math (STEM). We request your assistance to identify Federal employees (non-contractors) in your agency to participate in this unique opportunity.

The DoDEA STEM initiative is an educational program designed to inform and engage students in the variety of Science, Technology, Engineering, and Math (STEM) careers with emphasis on the Federal Government. Our main goal is to ignite the passion of students to pursue education and careers in STEM disciplines. The DoDEA STEM initiative will bring together Federal STEM professionals and DoDEA educators to create meaningful lessons and activities for participating students. Federal STEM professionals and DoDEA educators will guide interested students into higher levels of math, science, computer programming, and engineering coursework. In addition, Federal STEM professionals will lead sessions designed to expose the students to Federal careers and internships in STEM fields.

Please refer to the attached FAQs for additional information. Please forward this memo, along with the attached FAQs to all interested individuals in your agency. We look forward to working with your agency to help DoDEA make this program successful. Please send all application materials and any questions to Carly Coleman at [atcarly.coleman@opm.gov](mailto:atcarly.coleman@opm.gov) no later than February 24, 2012.

We look forward to working with your agency to help DoDEA make this program successful.

Attachment

cc: Human Resources Directors

## Attachment-Frequently Asked Questions

### U.S. Department of Defense Education Activity Science, Technology, Engineering, and Math Education Initiative in collaboration with The U.S. Office of Personnel Management

Please contact Carly Coleman at [carly.coleman@opm.gov](mailto:carly.coleman@opm.gov) for additional information.

#### What is the DoDEA STEM Initiative?

The DoDEA STEM initiative is an educational program designed to inform and engage students in the variety of Science, Technology, Engineering, and Math (STEM) careers with emphasis on the Federal Government. Our main goal is to ignite the passion of students to pursue education and careers in STEM disciplines. The DoDEA STEM initiative will bring together Federal STEM professionals and DoDEA educators to create meaningful lessons and activities for participating students. Federal STEM professionals and DoDEA educators will guide interested students into higher levels of math, science, computer programming, and engineering coursework. In addition, Federal STEM professionals will lead sessions designed to expose the students to Federal careers and internships in STEM fields.

#### What are the goals of the DoDEA STEM initiative?

- Create K-12 student interest, participation, and achievement in higher levels of math, science, and technology through the engineering design process,
- Attract and retain students to STEM fields with a focus on underrepresented and female populations, and
- Support the national security focus on the shortage of STEM professionals

#### What venue will be used to pair DoDEA teachers and students with Federal STEM professionals?

DoDEA is planning a series of worldwide STEM events for the spring of 2012. A tentative listing of these events is provided in the table below:

Expertise Needed in the Following Subject Matter:

- Green Technology Engineering
  - April 16-20, 2012: Ft Stewart/Ft Jackson/Laurel Bay, SC
  - April 23-27, 2012: Guantanamo Bay, Cuba
  - April 30-May 4, 2012: Puerto Rico
  - May 7-11, 2012: Camp Lejeune/Ft Bragg, NC
- Environmental/Green Technology Engineering
  - April 23-27, 2012: Ft. Benning, GA
  - Robotics Engineering/Green Technology Engineering
  - April 16-20 or April 23-27, 2012: FT Campbell/Ft Knox, KY
- Biotechnology Engineering
  - April 30-May 4, 2012: Quantico, VA

- Geophysics, Nuclear Engineering, Bio-technology, Game/Simulation Technology Engineering, Environmental Engineering
  - April 23-27, 2012: Oberwessel, Germany
- Medical and Health Sciences
  - April 23-27, 2012: Seoul, Korea
- Biotechnology
  - April 23-27, 2012: Anderson AFB, Guam
- Environmental Sciences
  - April 23-27, 2012: Yokosuka, Japan
- Civil Engineering
  - April 23-27, 2012: Kadena, Okinawa

What is expected of the Federal STEM professionals?

Federal STEM professionals will:

- Work with DoDEA teachers to develop lessons and activities that will engage students during the STEM events. DoDEA will document the implementation of these lessons and activities in digital format so they might be broadcast to interested DoDEA students and teachers. The lesson plans will be collected and stored in a database that will be accessed in the future by interested DoDEA teachers.
- Collaborate with local STEM professionals who have been identified by DoDEA to participate in the STEM events.
- Lead discussions with students and parents about working as a STEM professional in the Federal Government and the types of employment opportunities within the Federal Government in that career field.
- Mentor a DoDEA teacher, student, or group of students for 1 year in a “community of practice” type venue in order to guide those interested in activities and coursework that are necessary to succeed in STEM disciplines.

### **What is the time involvement required to participate in the STEM initiative?**

Federal STEM professionals will be required to collaborate with “partner” teachers to build lessons and activities appropriate for the STEM events. We anticipate you will devote one hour per week leading up to the activity. Federal STEM professionals will be asked to attend several teleconferences and collaborate via electronic means to discuss the lesson plans, logistics and other items prior to arrival. In all cases the teachers have already been planning these lessons and activities and procuring the supplies for the events. The Federal STEM professionals will be asked to lend their professional expertise to enrich the lessons and activities.

### **What time commitment will be expected upon arrival for the events?**

Depending upon the location of the assignment Federal STEM professionals may be expected to arrive 2 days in advance of the event (overseas locations) or arrive the day before the event (domestic locations) to meet in pre-event planning and coordination sessions.

**What is DoDEA's role and what is OPM's role?**

DoDEA is responsible for securing the venue, arranging the STEM event schedules, communicating with the teachers and administrators, coordinating all logistics, and paying for all travel and materials including invitational travel orders for selected Federal STEM professionals. OPM is responsible for working with Federal agencies to identify the Federal STEM professionals to support the DoDEA STEM initiative.

**Where will the Federal STEM professionals stay?**

Federal STEM professionals will stay in lodging adjacent to the activities according to the Joint Travel Regulation (JTR). Once the STEM professional has been approved to participate, they will be connected with the local POC at the location they will be reporting.

**How do Federal STEM Professionals become eligible to participate?**

Federal STEM professionals are expected to provide 1) a letter of interest, 2) a brief bio and/or resume, and 3) an official notice from your supervisor granting permission to participate. Please forward all documents and any questions to Carly Coleman at [carly.coleman@opm.gov](mailto:carly.coleman@opm.gov) or call 202-606-1775. The Review Committee will select the mentors based on several considerations criteria such as technical expertise, communication skills, and commitment to mentoring students in STEM fields.