The experience of working at an international foundation offers an opportunity to expand both the public service, civic engagement and professional development opportunities of the S&T Policy Fellowship experience. AAAS supports Fellows to pursue these opportunities via the Global Health & Development (GHD) Fellowships operating at the Bill & Melinda Gates Foundation. Below are the policy, guidelines, process and protocols governing GHD Fellowships.

**Fellowship Terms**

GHD Fellowships at the Gates Foundation are available for a minimum of one year and provide the possibility of up to a one-year renewal. The start date for a GHD Fellowship assignment in the 2015-16 year will be between September 1 through December 31, 2015. Dates may vary depending on individual circumstances. All start dates must be approved by the Gates Foundation.

**NOTE:** The maximum period that any S&T Policy Fellow may serve is four years (48 months) including combinations of Congressional, Executive Branch, Overseas, and GHD Fellowships.

**Eligibility and Criteria**

Fellowships at the Gates Foundation are open to current and alumni S&T Policy Fellows who served in any executive branch or congressional fellowship under the AAAS umbrella within the past six years, and who meet the eligibility criteria outlined below.

- Fellows in good standing who served their S&T Policy Fellowship within the past six years (Sept. 2008 – Aug. 2015) and submitted all required professional development plans and reports in a timely manner. Completing the fellowship in good standing is defined as submitting a professional development plan and a midyear and annual report, and completing the fellowship term in a professional manner, in accordance with the Fellowship Completion Policy.

- Fellows who completed a full, 12-month, Washington, DC-based fellowship assignment before beginning a GHD Fellowship assignment. Current Fellows must complete all requirements and expectations of the full 12 months of an initial assignment or the full commitment of a renewal assignment before matriculating to a GHD Fellowship.

- Preference will be given to Fellows with significant experience pertaining to the anticipated GHD Fellowship assignments.

- GHD Fellows may not be employed by any other organization during the course of the GHD Fellowship.

- Alumni Fellows working in any sector, including federal employment, are eligible to apply.
Gates Foundation
Guided by the belief that every life has equal value, the Bill & Melinda Gates Foundation works to help all people lead healthy, productive lives. In developing countries, it focuses on improving people’s health and giving them the chance to lift themselves out of hunger and extreme poverty. In the United States, it seeks to ensure that all people—especially those with the fewest resources—have access to the opportunities they need to succeed in school and life.

Global Health Program
The mission of the Foundation’s Global Health Program is to help ensure that lifesaving advances in health are created and shared with those who need them most. To date, the Foundation has committed nearly $10 billion in global health grants to organizations worldwide. The focus of the grants is to:

- Discover new insights to fight serious diseases and other health problems affecting developing countries.
- Develop effective and affordable vaccines, medicines, and other health tools.
- Deliver proven health solutions in developing countries.
- Advocate for more and better resources and policies to support the introduction and uptake of new and existing health technologies.

Details about the Gates Foundation Global Health Program are available at: http://www.gatesfoundation.org/global-health/Pages/overview.aspx

Fellowship Assignments and Responsibilities
AAAS S&T Policy Fellows placed at the Gates Foundation will serve as focal points on science and technology-related issues in support of designated Global Health and Global Development initiatives of the Foundation. The Fellows’ primary responsibility will be to help identify and support opportunities for strategies and programs where S&T can be harnessed to advance development in designated countries and/or regions.

AAAS Global Health & Development Fellows will serve as limited term program officers as part of the Global Health or Global Development program. AAAS Global Health & Development Fellows will:

- Contribute to the strategic planning process of the Discovery and Translational Sciences group.
- Help build cooperative partnerships and collaborations between partners and grantees.
- Monitor and track science and technology trends relevant to key initiatives/portfolio and provide analysis of opportunities based on the latest and most innovative thinking in the field.
- Identify qualified subject thought leaders, technical experts, and consultants for technical consult, review, and other program activities.
• Create analytic frameworks and execute analyses in priority areas.

• Contribute to the Grand Challenges Explorations (GCE) initiative. More information regarding GCE can be found at: (http://www.grandchallenges.org/Explorations/Pages/Introduction.aspx)

• Identify and select partner institutions and contribute to shaping of scope and strategy for selected grants and contracts to meet selected strategic objectives.

• Contribute to review and evaluation of grant proposals and write proposal summaries.

• Manage a portfolio of grants; review interim and final reports, and write final evaluations.

• Serve as a partner and resource to grantees to facilitate accomplishment of strategic objectives.

• Capture and synthesize critical background and technical progress information from grants and other initiatives.

• Undertake special projects as requested.

Fellowship Expectations, Oversight and Supervision

• AAAS GHD Fellows are expected to fulfill their assignments on a full-time basis. The Gates Foundation will directly hire GHD Fellows as term-limited employees; employment terms and conditions, in addition to those outlined below, will be set forth in a written offer letter to be signed by each AAAS GHD Fellow and the Gates Foundation.

• GHD Fellows are required to submit to AAAS a professional development plan, a mid-year report and a year-end report as per AAAS reporting guidelines.

• GHD Fellows will be supervised by a Gates Foundation senior staff member. The supervisor will create opportunities for engaging work that takes appropriate advantage of the doctoral-level experience, career-stage, and skills of the Fellow.

• The Gates Foundation fellowship supervisor will meet with the assigned GHD Fellow regularly to provide direction, guidance, and input on projects and performance. He/she will provide resources and contacts to enrich the Fellow’s educational and career development experience.

• The Gates Foundation will provide fellowship remuneration based on the Fellows’ experience and skills and the Foundation’s policies on hiring classifications and structure. In no case shall the remuneration for any GHD Fellow at the Gates Foundation be less than an equivalent to the current GS-12 step 2, or a Fellow’s prior S&T Policy Fellowship remuneration, whichever is greater.

• The Gates Foundation will directly provide benefits to the Fellows, including health insurance, vacation, medical/family leave, and other benefits per the Gates Foundation human resources policies for term-limited employees.
• The Gates Foundation will provide funding for all fellowship-related travel and reimbursement for approved travel-related expenses for the AAAS GHD Fellows that it hosts consistent with the Foundation’s travel and expense policies; and will provide guidelines for arranging travel.

• The Gates Foundation will provide a defined reimbursement for approved relocation expenses for selected Fellows who must relocate from more than 50 miles away from Seattle, WA, to take up their GHD Fellowship assignment.

• Gates will provide administrative resources to the GHD Fellow, including work space and furniture, equipment (i.e. computer, printer, phone, office internet and internal/external communication services as Gates determines is needed), supplies, and administrative support as deemed appropriate for official business for the AAAS GHD Fellows that it hosts.

• Fellows will be expected to check-in every other month with AAAS via e-mail, phone or Skype as is feasible. If traveling back to Washington DC, AAAS GHD Fellows are expected to inform the AAAS Fellowship program manager and strive to arrange a time to meet in person (as feasible, and not more than twice per year).

• The designated AAAS Fellowship program manager and/or another AAAS Fellowship staff member will conduct an annual site visit with the AAAS Fellows, their supervisors, and coordinating staff at the Gates Foundation.

• AAAS GHD Fellows at the Gates Foundation will be provided time to attend and participate in appropriate professional development activities (i.e. conferences, workshop) during their fellowship period, as approved by their Gates Foundation mentors and in support of the Fellows’ PD plans submitted to AAAS.

• GHD Fellows will communicate with AAAS and their Gates Foundation mentor to address potential challenges and opportunities for enhancement.

• The Gates Foundation fellowship mentor will interact with designated staff at AAAS on issues regarding the fellowship and its successful implementation.

• AAAS GHD Fellows will be required to adhere to Gates Foundation policies, procedures, and code of conduct; and to the AAAS S&T Policy Fellowships Ethics Policy and stipulations outlined in the Fellowship Agreement Form and related documents.

Application, Selection and Placement Process

• Applications for the 2015-16 GHD Fellowships must be submitted online by Friday, January 31, 2014, 11:59 p.m. EST. Applications should include the following:
  o Brief biography (maximum 200 words)
  o Candidate statement (maximum 1000 words) outlining the applicant’s interest in the Overseas Fellowship, his or her qualifications, what the applicant expects to contribute and what he or she hopes to gain.
  o Current resume (maximum four pages)
AAAS Fellowships staff review all applications and approve initial eligibility based on the above GHD Fellowship criteria.

Gates Foundation staff receives eligible GHD Fellowship applications to review and select candidates to interview for specific assignments.

Gates Foundation staff arrange for phone, Skype and/or in-person interviews as feasible.

Finalists submit a minimum of three references upon being selected for an interview.

Offers for GHD Fellowship assignments are communicated by the Gates Foundation to AAAS.

AAAS extends all GHD Fellowship offers on behalf of the Gates Foundation.

Finalists must sign and return the GHD Fellowship Agreement Form to AAAS to affirm a GHD Fellowship placement.

Fellows will be required to enter into a limited term employment agreement specified by Gates Foundation and successfully complete a pre-employment background check.

Current S&T Policy Fellows must complete the final AAAS Fellowship evaluation and report before beginning a GHD Fellowship assignment.

NOTE: The fact that applications are being sought is not a guarantee that any GHD Fellows will be selected or placed at the Gates Foundation.

Summary Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>January 31</td>
<td>Applications due</td>
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<tr>
<td>Feb 16 – Mar 6</td>
<td>Candidates reviewed</td>
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<tr>
<td>March 30th</td>
<td>First round of interviews</td>
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<tr>
<td>Apr - May (dates TBD)</td>
<td>Second round of interviews</td>
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<tr>
<td>May - June</td>
<td>Placements finalized and offer letters sent</td>
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<tr>
<td>Summer 2015</td>
<td>Pre-employment paperwork and background checks. Fellows relocate to Seattle</td>
</tr>
<tr>
<td>Sep 1- Dec 31*</td>
<td>Fellowship starts</td>
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*Start dates may vary depending on individual circumstances and preferences, such as completion of necessary pre-employment background checks and relocation. All start dates must be approved by the Gates Foundation.

More Information

Inquiries regarding the GHD Fellowships should be directed to Rick Kempinski, Project Director, AAAS Science & Technology Policy Fellowships, at rkempins@aaas.org or 202-326-6481