Application Guide and FAQ’s

"CDC Science Ambassador gives a different point of view — you’re thinking outside of the box. It is such a great program, I think everyone should do it."
– 2014 Alumnus

Overview
The Centers for Disease Control and Prevention (CDC) invites middle- and high-school teachers and educational leaders to apply to the 2017 Science Ambassador fellowship. This professional development fellowship provides training in Science, Technology, Engineering, and Mathematics (STEM) curriculum design and teaching strategies that engage students using real-life epidemiology and public health science examples.

Fellows will attend a 5-day summer course at CDC headquarters from July 10–14, 2017 where they will learn from and interact with CDC scientists. CDC scientists present current public health topics and provide guidance on effective teaching strategies. Then, fellows work with CDC scientists in teams to develop STEM lesson plans based on public health topics. Past topics have included infectious diseases (e.g., Zika, Ebola), chronic diseases (e.g., obesity, diabetes), epidemiology and statistics (e.g., probability, odds ratios, attack rates), and behavioral sciences (e.g., smoking, violence). In addition, fellows will have the opportunity to tour selected CDC facilities, including the David J. Sencer CDC Museum, the Emergency Operations Center and CDC laboratories; expand their professional network; and earn 4.0 Continuing Education Units (CEUs).

After the summer course, fellows will collaborate with CDC remotely for one year. Fellows are asked to work with CDC scientists to finalize teaching materials, pilot public health lesson plans in the classroom, present public health lesson plans at local teacher conferences or meetings, and consult on the development of public health based resource materials for middle and high school teachers nationwide.

Application Timeline

November 15, 2016: Application for 2017 Fellowship opens
February 15, 2017: Deadline to submit all application materials
February 27 – March 8, 2017: Phone interviews
March 31, 2017: Teachers notified of decision via e-mail

For more information, please visit: www.cdc.gov/careerpaths/scienceambassador/
Application Checklist

Eligibility Criteria

☐ Currently be a middle school (6-8 grade) or high school teacher (9-12 grade)

OR

☐ Currently hold, or aspire to hold, an educational leadership position at your school, district, or state (e.g., district curriculum coordinator, principal, department chair, STEM coordinator, HOSA supervisor, state teachers association representative, afterschool program director)

Requirements and Expectations

Prior to Summer Course:

☐ Complete an online short course. Available at: http://www.cdc.gov/publichealth101.

During Summer Course:

☐ Attend the 5-day summer course July 10-14, 2017 held at CDC in Atlanta, GA.

☐ Develop a lesson plan focused on epidemiology and public health sciences in teams.

After the Summer Course:

☐ Collaborate remotely for 1-year (July 1, 2017-June 30, 2018) with CDC.

☐ Submit a proposal to present at a local, state, or national teacher conference or meeting (e.g., NSTA regional meeting) within fellowship year.

☐ Finalize teaching materials and pilot lesson plan in your classroom setting.

☐ Consult on the development of public health based resource materials for middle- and high-school teachers nationwide.

Application Materials

☐ Resume or CV
  - Not to exceed 2-pages (1-inch margins, Font: Times New Roman, 12). Word or PDF documents only.

☐ Personal Statement
  - Not to exceed 1-page (1-inch margins, Single-spaced, Font: Times New Roman, 12). Please include your name and e-mail address at the top of the page. Word or PDF documents only.
  - A personal statement typically includes information on:
    [•] how you became interested in public health and your interest in this Fellowship,
    [•] how the Fellowship aligns with your career goals,
    [•] an example of when you formally shared your work in the teaching community, and
    [•] how you plan to promote public health in the teaching community.

☐ Recommendation Letter
  - Recommendation writers should be your school’s principal, department chair, or your supervisor.
  - Provide your recommendation writer with the Recommender’s Guide.
  - Although not required, recommendation writers may e-mail the recommendation letter separately.

Please attach your Resume or CV, personal statement, and recommendation letter, as a Word or PDF file with the subject line: SA Application (YOUR LAST NAME) to scienceambassador@cdc.gov. The program coordinator will send a confirmation e-mail to the applicant when all the application materials (Resume, Personal Statement, and the Recommendation Letter) have been received. Please submit all application materials by 11:59 p.m. on February 15, 2017.
Frequently Asked Questions

Eligibility
1. I am not a permanent resident or U.S. citizen. Can I apply?
   Yes. Applicants do not have to be U.S. citizens or permanent residents to participate in the program.

2. I am a part-time teacher. Can I apply?
   Yes. Part-time teachers may apply.

3. I am not a middle- or high-school teacher. Can I apply?
   Yes. Historically, we have accepted elementary teachers, pre-services teachers, college professors, and those
   who hold educational leadership roles at the district, state, or national level.

4. I am new to teaching and have very little experience. Can I apply?
   Yes. Many factors are considered during the application review process, including educational leadership
   experience, classroom potential, and passion for public health. We look for applicants who demonstrate their
   commitment to bringing epidemiology and public health sciences into their classroom.

5. I applied in a previous year but was not accepted. Can I apply again?
   Yes. Each year, we are looking for a mix of participants and are not always able to accept all qualified
   applicants. Therefore, we strongly encourage re-applicants.

6. I participated in the Science Ambassador program in a previous year. Can I apply?
   Yes. We do accept alumni who have participated in the workshop in previous years. Alumni must submit a
   new application. Alumni spots are limited.

7. I do not have a background in public health. Can I apply?
   Yes. Previous experience in public health is not required to be eligible.

Application
8. What should I include in my personal statement?
   Applicants accepted into the program in prior years have explained their interest in the fellowship and how it
   aligned with their career goals. Strong statements included examples of how they formally shared their work
   with teachers and steps they planned to take to promote public health within their teaching community.

9. How many recommendation letters do I need to have?
   Every applicant must have one letter of recommendation.

10. Can I submit more than one recommendation letter?
    No. Applicants should only submit one recommendation letter.

11. Who do I ask to write my recommendation letter?
    Recommendation writers should be a school administrator (e.g., principal or headmaster), department chair,
    or a direct supervisor.

12. A friend who attended previously is encouraging me to apply. Should I ask him/her to be my
    recommendation writer?
    We strongly encourage applicants to seek a recommendation writer who can speak to your skills and
    strengths.

13. I asked my recommendation writer to provide a recommendation but he/she may not be able to get it
    done by the deadline. Will you accept it late?
    No. In order to provide a fair, open, and transparent system, the deadline date of 11:59 p.m. on February 15,
    2017 is strictly adhered to.

14. Will I receive a confirmation when my application has been received?
    The program coordinator will send a confirmation e-mail to the applicant when all the application materials
    (Resume, Personal Statement, and the Recommendation Letter) have been received. It is the applicant’s
    responsibility ensure that all required forms are submitted prior to the deadline. Late submissions will not be
    considered.
Selection

15. How are fellows selected?
   The review process is open, fair, and transparent. Applications will be objectively reviewed by a selection
   committee. Applications are ranked and the top candidates will move on for interviews. The selection
   committee will then select applicants based on the written materials and the interview.

16. Does everyone get interviewed? Accepted?
   No. Only applicants who receive high scores during the application review process will be asked to interview.
   Please understand that this fellowship is competitive and only the highest ranked applicants will be accepted.

17. Will everyone be notified about their admissions decision?
   Yes. Notifications will be sent by e-mail. Interview notification will occur in early March. Acceptance
   notifications will go out no later than March 31.

18. How many fellows are accepted each year?
   In 2017, we will accept 24 new fellows as Science Ambassadors and 6 alumni as Peer Leaders.

General Questions

19. What is the estimated time commitment?
   The duration of the program is 1-year. In addition to the 5-day summer course held at CDC headquarters we
   expect fellows to commit to working remotely for approximately 5-10 hours per month. Prior to the summer
   course, fellows will be asked to complete an online course. During the summer course, fellows are expected
   to attend sessions each day from 7:00 a.m. – 5:00 p.m. After the summer course, fellows may be asked to
   pilot public health lesson plans, present lesson plans at local teacher conferences or meetings, and consult on
   the development of public health based resource materials for middle and high school teachers nationwide.

20. How long is the fellowship?
   Fellows are expected to attend the summer course from July 10-14, 2017 and participate remotely in the
   program from July 1, 2017-June 30, 2018.

21. Is the 5-day summer course mandatory for fellows?
   Yes. Fellows must attend the 5-day summer course July 10-14, 2017 held at CDC in Atlanta, GA.

22. Will I be able to receive Continuing Education Units (CEUs) for my Fellowship?
   Yes. The CDC is authorized by IACET to offer 4.0 CEU’s for the summer course.

23. How much does the fellowship cost?
   Participants are responsible for all costs related to the fellowship and summer course, including lodging, food,
   and transportation to Atlanta, GA. No other travel is required. The summer course is free of charge. Past
   participants have received grants to support costs. It is the fellow’s responsibility to seek and acquire funding.

24. What is the link between STEM and public health?
   Teaching epidemiology and public health science in the classroom engages students in learning experiences
   across STEM disciplines. By viewing STEM content through the lens of public health, students will develop
   an understanding of how information learned in the classroom translates into real-world disease control and
   prevention.

25. Is public health a part of my State’s Curriculum?
   Several states now accredit public health-related courses as part of a school science curriculum. To guide
   teachers in integrating public health into the STEM classroom or developing a new course in epidemiology
   and public health, CDC has developed a set of competences for public health sciences that are aligned with
   Next Generation Science Standards (NGSS) and Association of Schools and Programs of Public Health (ASPPH) Critical Components for an Undergraduate Major in Public Health. CDC has also compiled
   examples of how to transform CDC resources and non-CDC resources into classroom materials.

Other

26. I did not see my question listed. What should I do?
   Send us an email at scienceambassador@cdc.gov
A candidate for the Science Ambassador Fellowship program has asked you to provide a letter of recommendation.

The CDC Science Ambassador Fellowship is the only program of its kind offered by CDC’s Division of Scientific Education and Professional Development (DSEPD), Career Paths to Public Health. The competitive 1-year fellowship is designed for middle- and high-school STEM teachers and those who hold educational leadership positions interested in public health sciences.

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In your letter of recommendation, please comment on the following, as appropriate:

- how long and in what capacity you know the candidate,
- candidate’s dedication to promoting science,
- school’s/affiliation’s level of support for the candidate’s implementation of the Science Ambassador-approved lesson plans and presentation of material at local, state, or national conferences,
- candidate's talent and potential for growth, and
- any other factors which you believe may have a bearing on the candidate's selection for CDC’s Science Ambassador Fellowship.

Steps to submit the letter of recommendation:

- Save the document as a Word or a PDF file, using the appropriate organizational letterhead. If you do not have access to letterhead, please be sure that your name and mailing address is included at the top of the first page of the letter.
- For submission, you may either: Provide the letter to the applicant for inclusion with other application materials, or, send the letter to scienceambassador@cdc.gov with the subject line: SA Rec (APPLICANT LAST NAME).
- We will send you a confirmation e-mail that it was received.

For more information, please visit: [www.cdc.gov/careerpaths/scienceambassador/](http://www.cdc.gov/careerpaths/scienceambassador/)