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URGE Resource Map for the Einstein Pod and Einstein Fellows

This is a draft Resource Map for the Einstein Pod. This was adapted from the "Sample Ph.D. Mentoring Plan" developed by Vashan Wright (Woods Hole Oceanographic Institution) and Karin Block (City College of New York and CUNY Graduate Center), License: CC BY-NC-SA 4.0. Some of these will be resources common to all and some will be questions for identifying specific resources based on needs/interests identified during initial meetings while implementing the mentoring plan.

At the moment, few resources exist for Einstein Fellows. Our goal is to start a shared database that would extend across fellowship years and be added to by future fellows. Below are topics that would be included and current available resources.

Mentoring plan
The AEF Project Manager is the overall Mentor. Fellows are encouraged to collaborate with their host office mentor to support strategic planning and potential implementation of specific professional development plan goals.
- AEF Professional Development Goals:
    - ***Development of Leadership Skills***
        - Leading people
        - Leading change
        - Leading for results
        - Building partnership and coalitions
        - Strengthening leadership in your school and district
        - Peer-Led Team Learning - opportunity?
    - ***Development as a STEM Educator***
        - Growing your knowledge in all areas of STEM
        - Growing in your understanding of where to find STEM education resources
        - Improving instructional practice
        - Learning new and innovative instructional methodologies
    - ***Grand Challenges in STEM Education***
        - Recruiting and retaining diverse STEM workforce

- - - Developing certification pathways that include adopting standards, advanced courses, and teacher preparation for the T and E in STEM
    - Offering relevant, high quality, and measurable STEM teacher professional development that includes a more robust STEM teacher professional development instruction in early childhood and elementary teacher preparation
    - Creating a career ladder that recognizes excellent STEM teachers and provides them with meaningful opportunities for leadership
    - Involving stakeholders such as business and industry leaders to identify key workforce issues to understand and meet the challenges of the STEM pipeline
    - Revamping assessment and supporting students engaging in authentic learning practices
  - ***Racial/Cultural Equity, Diversity, Inclusion, & Accessibility as a Grand STEM challenge***
- As Fellows construct their Professional Development Plans, the Project Manager can offer:
  - a list of professional organizations composed of racially diverse and culturally diverse members/leaders that facilitate networking opportunities for all Fellows. (Professional Twitter & Facebook Groups, Minority Serving Institutions, Tribal Colleges & Universities, Historically Black Colleges & Universities, Congressional Black Associates, Congressional Hispanic Staff Association, Congressional Asiain Pacific American Staff Association, Affinity STEM organizations with open member to allies -- TODOS Mathematics for All)
  - Social Support
  - Affinity Spaces
  - Employee Assistance Program/Services - self-care and self-advocacy plan development

Core work resources
- Code-of-conduct - in-process
- Communication plan and expectations will be included later. For Einstein Fellows in particular, we require specific information about confidentiality and communication about/with our specific federal agency.
- Reporting Policy -
  - "The DOE Office of Science (SC) is fully committed to fostering safe, diverse, equitable, and inclusive work, research, and funding environments that value mutual respect and personal integrity. Effective stewardship and promotion of diverse and inclusive workplaces that value and celebrate a diversity of people, ideas, cultures, and educational backgrounds is foundational to delivering on the SC mission. The scientific community engaged in SC-sponsored activities is expected to be respectful, ethical, and professional."
  - "The DOE SC does not tolerate discrimination or harassment of any kind, including sexual or non-sexual harassment, bullying, intimidation, violence, threats of violence, retaliation, or other disruptive behavior in the federal workplace, including DOE field site offices, or at national laboratories, scientific user facilities, academic institutions, other institutions that we fund, or other locations where activities that we support are

carried out."

- ○ "The DOE has long-standing policies and procedures for the prevention of discrimination and harassment. SC has established this site to make those policies and procedures more accessible to the scientific community and the institutions that receive DOE SC funding, as well as to clearly communicate SC's commitment to diversity, equity, and inclusion."

- ○ DOE Office of Science Statement on Diversity, Equity, and Inclusion https://science.osti.gov/sc-2/Research-and-Conduct-Policies/Diversity-Equity-and-Inclusion

Community Support and Mental Health Resources
- ● Counseling: AEF has a counseling plan for all fellows, regardless of insurance type, that includes up to 8 visits per person per issue with a counselor. This is provided by DOE; information included in AEF Handbook.
- ● Assistance finding accommodations
  - ○ All incoming fellows receive a moving stipend at the beginning of the fellowship year.
  - ○ Incoming fellows receive some housing information from prior fellows.
  - ○ There are many ways to learn about specific neighborhoods in the greater DC area. One possible resource (do an internet search or have conversations with colleagues for more):
    - ■ https://washington.org/dc-neighborhoods
  - ○ Zillow.com and apartments.com have ample listings by neighborhood.
- ● Other Services: Each federal agency has its own policies and diversity personnel; however, fellows are supported by the Department of Energy (DOE), so may use these resources for information and complaints.
  - ○ https://www.energy.gov/science/diversity-equity-inclusion
  - ○ https://science.osti.gov/sc-2/Research-and-Conduct-Policies/Diversity-Equity-and-Inclusion/How-to-Report-a-Complaint
  - ○ AEF Handbook contains information on sick and personal leave. Expected working hours mirror agency/office expectations.
  - ○ Explicit dress codes may differ by agency. Fellows should check with AEF Program Manager and their host agency Mentor.
  - ○ Professional development resources and most community resources will be covered in the database. Many of these are also covered during monthly professional development sessions.
- ● General community resources to be included in the database
  - ○ BIPOC-owned businesses
  - ○ Diverse grocery stores
  - ○ Healthcare resources in the Greater DC area
  - ○ Barbers, hair salons, beauty salons
  - ○ Community-specific resources
  - ○ Bookstores
  - ○ Restaurants for a variety of cuisine types
  - ○ Resources for working remotely and/or in isolation