

# Director's Administrative Fellows Program

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## Who

The program is open to all faculty<sup>1</sup> and unit heads ad loc'd to Texas A&M AgriLife Research or the TAMU College of Agriculture and Life Sciences. Preference will be given to those in a current unit head role or those at the rank of full professor with the college or agency.

## Why

The goals of the program are as follows:

- a. provide a meaningful leadership experience for the Fellow
- b. provide administrative support to the Director for special projects
- c. broaden the perspective of the Fellow, and
- d. bring new perspectives to the Director's office.

## What

1. Fellows will participate in a range of activities identified by the Director, will collaborate and interact with personnel in the Director's and Dean's Offices and with leadership of other system members, and will assume a leadership role on important initiatives and projects as identified.
2. Fellows will become familiar with agency-wide research initiatives, strategic planning, budget issues, and challenges of a research agency.
3. Fellows will have a temporary appointment (roughly 25 to 40%) in the Director's Office, maintaining a 75 to 60% appointment in their home unit.
4. Fellows will be provided a temporary salary stipend, and modest funds for travel and/or training.
5. Fellows will participate in administrative meetings in the office of the Director and will have access to the Director and other senior staff.

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<sup>1</sup>Defined as an employee with the term 'professor' in their job title.

## How

1. Fellows will be selected by the Director.
2. Selection criteria will include such factors as experience, interest, and aptitude for research leadership.
3. Those interested should submit a 1-page letter of interest and CV directly to Dr. Stover at [vcdean@ag.tamu.edu](mailto:vcdean@ag.tamu.edu) by 1 April.
4. Please submit questions about the program to [vcdean@ag.tamu.edu](mailto:vcdean@ag.tamu.edu)

## When

1. The program will begin in the spring of 2020.
2. The appointment as a Fellow is for 6 months, with the possibility of a 6 month extension if warranted and mutually agreeable. If applicable, start dates will be established to minimize disruptions to current duties (e.g. teaching). If necessary, reasonable accommodations will be made to cover the cost of completing unmet tasks in the home unit of the Fellow resulting from this assignment.
3. We expect to have one to two Fellows selected at a time.

## Where

1. The Fellow would likely spend some time in the Director's Office in College Station, but for Fellows from outside Brazos County it is expected they would not need to re-locate and would conduct much of the business from their home base (e.g. at a Research and Extension Center).