



The University of Texas at Austin
**KBH Energy Center for
Business, Law and Policy**

The KBH Energy Center is seeking a 2L, 3L, or LBJ student fellow. The KBH Energy Center is a pre-eminent energy initiative at the intersection of energy business, law and policy. Fellows will support various initiatives depending on their background, interest, and the needs of the Center. The Spring fellowship is available for 2L, 3L, and LBJ students who are interested in assisting the KBH Energy Center in its following goals:

- Build a broad platform to study the interdisciplinary issues associated with the needs of the energy industry and consumers;
- Convene leaders in the industry, academics, and government for discussion, study and analysis of these issues;
- Support and enhance the educational mission of the McCombs and Law Schools;
- Strengthen the business and legal education of future leaders in the energy industry and promote innovative and interdisciplinary courses;
- Support networks for collaboration among energy professionals and scholars.

Primary duties of a KBH Energy Center Fellow include:

- Assisting with research, drafting speeches and talking points for KBH Center Leadership;
- Supporting the coordination and publicity of virtual and in-person events and programs;
- Developing a master database of members, donors, speakers/presenters and program participants;
- Assisting in expanding the KBH energy center social media outreach;
- Providing administrative support for KBH Center programs; and
- Assisting KBH Managing Director, staff and affiliated faculty with other projects and tasks as assigned.

Required Qualifications:

- Commitment and interest in the energy field
- Excellent writing and speaking skills
- Strong time management and organizational skills
- Collaborative mindset
- Professional demeanor

The following qualifications may be preferred in some candidates:

- Graduate internship experience or applicable work experience
- Experience with scholarly research and editing
- Experience with speech writing and drafting talking points

Selected fellows should be available up to 10 hours per week during the fall and spring semesters. Fellows will be allotted a stipend amount of \$2,500 per semester.

How to Apply:

If interested, students should submit the following items to Alexa Robinson, Student Program Coordinator, at alexa.robinson@austin.utexas.edu no later than **Sunday, February 5, 2023 at 11:59pm**.

- **Cover Letter**- State why you are interested in the position; demonstrate basic knowledge of our programs and activities
- **CV/Resume**- Indicate any relevant skills and experience
- **References**- Please provide 3 references, include name, title and contact information