**Student Fellowship: Design Thinking (4 positions available)**

A fall 2018 and spring 2019 paid position to support Taylor Center design-thinking outreach and education to promote changemaking and social impact

**POSITION SUMMARY:**
Design Thinking (DT) Student Fellows become proficient in the methods and mindsets of human-centered design (HCD) to infuse empathy and design discovery in tackling complex challenges as changemakers. The Fellows will use these methods to work with the Taylor DT faculty and staff to design, facilitate, communicate, coordinate, and promote design thinking for social impact programs at Taylor, including two-hour human-centered design "crash courses" 3-4 times a semester, longer weekend "Fast 48" design thinking bootcamp once a semester, and custom workshop experiences for various student organizations, community organizations, classes, and Tulane departments. DT Fellows will also help with special events and programs, including visiting speakers and guests. DT fellows will support partnerships with campus and community partners and help inform and apply human-centered design for all Taylor programs.

**General Duties include:**
- Planning and facilitating training workshops for diverse audiences
- Presenting on design thinking approaches and applications for student organizations, courses, and campus departments
- Supporting campus and community partnerships for workshops and applications of design thinking
- Sharing knowledge (via writing blog posts, short articles, attending local events to facilitate discussion, creating graphics that advance our way of thinking) related to design theory, methods, and practice.

The Design Thinking Student Fellows will also take on other general Taylor Student Fellows duties such as staffing the front desk/reception, hosting visiting speakers, supporting other Taylor events, and maintaining space and supplies.

**PERFORMANCE STANDARDS/JOB DUTIES**
*Note: See cover page for additional duties for all Taylor Student Fellows. Job duties might evolve based on the interests and abilities of the Student Fellow and the needs of Taylor programs.*

**Assist in the execution and strategic development of Taylor's design thinking for social impact education and outreach in the following capacity:**
- Help organize and lead public design thinking “crash courses” and other workshops (about 1/month per semester)
- Assist in organizing and facilitating our Fast 48 bootcamp, 1/semester
- Assist in individual workshops for campus and community partners (by request)
- Coordinate with the Design for America chapter; cultivate campus leaders and membership
- Prepare and conduct outreach, including email and social media materials and campaigns to promote workshops, learning opportunities, events, etc. coordinating with Fellows and Taylor staff
- Support mainstreaming of design thinking into other Taylor programs, i.e., the Changemaker Institute, Paterson RLC, events, and other campus organizations
- Assist with logistics and support visiting speakers and guests to Taylor for Special Events and Opportunities. This includes general support with other workshops, programs, and events sponsored by Taylor.
- Cultivate strong relationships with community and campus partners to successfully plan and execute activities, programs, and events
Additional duties (dependent on the individual and Taylor’s needs)

- Research and share knowledge of other design thinking education on other campuses and centers. Help develop and update a portfolio/database of design thinking education, outreach, partnerships, applications, challenges, class projects, etc. as a resource for Taylor (for website, reporting, development/fundraising, and other purposes)
- Explore new channels for the Tulane community (students, faculty, staff, partners) to practice skills via advanced workshops and application of design thinking methods to real projects

REQUIRED DESIGN THINKING KNOWLEDGE & COMPETENCIES

- A deep and demonstrable understanding of design thinking as a set of mindsets for human-centered design and problem-solving
- Ability to draw on a toolkit of human-centered design (HCD) methods and a basic understanding of applications of HCD/DT for social and environmental issues
- A working knowledge of social innovation as a field (via vocabulary, examples)

CHARACTER TRAITS

- Approachable and friendly demeanor, with a strong customer service orientation
- Flexible and adaptable
- Empathy: have strong people and relationship-nurturing skills
- A can-do, optimistic attitude
- Self-motivated and able to work independently when needed
- A team player: Able to collaborate effectively and generously as part of a team, with diverse students, staff, faculty and community partners

COMPETENCIES

- Strong oral, written communication, and public speaking skills
- Strong relationship building and people skills
- Ability to prioritize, handle multiple tasks, and work independently.
- Ability to balance professional and personal boundaries
- Writing skills for short blog posts, email communications to a general audience, and reports

KNOWLEDGE/SKILLS

- Strong problem solving, organization, presentation, and decision-making skills
- Working knowledge of standard computer programs, specifically Microsoft Office (Word, Excel, Publisher, PowerPoint), Google Drive, BOX, desktop publishing, and/or website maintenance
- Comfortable using social media (FB, Twitter, Instagram)
- Good time-management skills: must be punctual, timely, and deadline oriented
- Strong problem solving, organization, presentation, & decision-making skills

PREFERRED QUALIFICATIONS that make you more competitive:

- Public speaking and group facilitation experience—confident with large groups
- Design software (ex: graphic, product, architecture), Photography, and other multimedia
- Experienced in community engagement with local partners (visible in appropriate attitude, cultural competencies, knowledge of specific organizations)
- Proven leadership skills via student organizations, employment, event planning, community service and/or outreach activities.
- Experience in advertising, communications, marketing, promotions, or other outreach experience via business, class projects, student or community organizations.
- Photography or multimedia experience and graphic design skills
- Work experience with community agencies, social enterprises, and/or non-profit organizations (volunteer, internship, or paid)
• Working knowledge of campus cultures, departments, student organizations, and other resources relevant to Taylor

ELIGIBILITY
• Must be enrolled as a student at Tulane in both Fall and Spring 2019/2020
• Must be in good academic standing for the term prior to selection and during entire period of employment
• Must maintain at least a cumulative GPA of 3.0

REMUNERATION
• DT Fellows are paid a stipend during the academic year of $4,350 to work fifteen hours a week, which is equivalent to $10/hour.
• Returning Fellows will be eligible for a $4,785 stipend for the academic year.
• Students will also have access to funding dedicated to their personal and professional development.

SUPERVISION
Design Thinking Fellows report to Lesley-Ann Noel.