

**West Virginia University Davis College of Agriculture, Natural Resources,
and Design/WVU Extension
2024 Extension Mentoring in Evaluation (MINION) Program**

FREQUENTLY ASKED QUESTIONS

Q: Do I have to attend West Virginia University to be eligible for a MINION fellowship?

A: No, eligible participants must be enrolled as a sophomore, junior, or senior in any academically accredited college or university in the state of West Virginia. It does not have to be West Virginia University.

Q: Do I have to be an Ag major?

A: While the MINION program is housed within the College of Agriculture, Natural Resources, and Design, participation is not limited solely to this college. All majors are welcome to apply, but a knowledge of agriculture and/or family and consumer sciences, community development, and/or 4-H/youth developments programs, as well as interest in program evaluation and/or research, is preferred.

Q: What will be my responsibility as a fellow?

A: The object of the fellowship is to provide an opportunity for students to gain knowledge and skills related to program evaluation methods and data analysis techniques that will support Extension programmatic efforts across the state of West Virginia. You will be expected to attend the courses, communicate effectively with your extension agent & faculty partners, and apply what you learn about evaluation to help review extension programs throughout the state with the assistance and mentorship of your partnering faculty and extension agents.

Q: Will I receive academic credit for this fellowship?

A: You can enroll and get credit for this course; However, MINION project coordinators cannot ensure the credits can be applied to your degree plan as that is controlled by the degree plan of study. Applying credit to your degree plan is something for you to work with your academic advisor on, though the project coordinators are willing to assist if they can. The courses for this fellowship are undergraduate courses within the main WVU campus system; if you are accepted into the fellowship from a different campus, or even a different university, the project coordinators will work with your advisors, and institution, to determine the best method of ensuring the opportunity for you to get credit. Depending on your location, this may look like cross-listing courses, doing the coursework for independent study credit, etc.

Q: What is the Cooperative Extension Service (“Extension”)?

A: Extension is an external teaching arm of West Virginia University. It has a specific range of topics that agents teach. These include agriculture and natural resources, family and consumer sciences, 4-H youth development, and rural and community development. There is an Extension presence in each county of the state, all (or most) US States, and many US territories.

Q: What county will I be assigned to if accepted?

A: Fellows will be matched with one or more evaluation host sites, or “projects,” which may encompass one or multiple counties across the state of West Virginia.

Q: Will I need to find living arrangements in the counties?

A: No, the bulk of evaluation work will be completed virtually (via Zoom, Teams, or other online communication platforms), but some in-person travel to the host site location during the summer months may be required.

Q: What are the qualifications for the fellowship position?

A: Fellows should be college sophomores, juniors, or seniors currently enrolled with at least a 2.5 GPA. Students with an interest in learning about and conducting evaluation work, as well as working with Extension-related programming, will be given preference.

Q: Are there reporting requirements?

A: Fellows will prepare a final evaluation report that will be provided back to the stakeholders of their assigned project. A final presentation of each fellow's project efforts will also be shared.

Q: Are there behavioral expectations?

A: Yes, fellows are expected to act as professionals in the community/county where they complete their evaluation work. To this end, fellows will be expected to meet the standards of professionalism as described in the Behavioral Guidelines provided with the application.

Q: When will I know if I get a fellowship?

A: Applicants will be notified as soon as possible after interviews are conducted during the spring semester they apply.

Q: If I do not get a funded fellowship, are there other internships with WVU Extension?

A: If not selected for participation in the MINION program, students may have the opportunity to apply to the WVU Extension Summer internship program (offered annually), or other Extension-related opportunities.

Q: Will the 40-hour work week be limited to Monday through Friday? Will I have every weekend off?

A: You are limited to a specific number of hours per semester and week, as regulated for undergraduate students, and the amount of funds available per student per semester. The time you complete that work depends on your availability, program of evaluation, and supervisor approval.

Q: Will my on-the-job travel expenses be covered?

A: Each semester, fellows will be provided up to \$600 for travel expenses related to the evaluation of their program(s). Travel is not provided to and from your residence to the office (commuting mileage). Your professional membership of the Association of Extension Agents, as well as the purchase of evaluation and statistical software, will be paid for by the MINON project.

Q: Will there be opportunities for me to network with other fellows?

A: Yes, fellows will have the opportunity to interact with each other through participation in the two online courses that are required as part of selection into the MINION program.

Additionally, on-line meetings may be conducted throughout the fellowship. You will also be invited to attend annual meeting of the WVU Extension service and network with agents, faculty, and specialists from around the state.