

# Standard GeoCorps Program Calendar

Each year, there are two seasons for GeoCorps positions:

**Spring/summer** (May through September) and **fall/winter** (September through the following May)

If a date lands on a weekend or holiday, the activity listed will occur on the very next business day. The calendar varies each year; this is a generalized version. Please follow the actual deadlines listed on the GeoCorps home-page.

## SPRING/SUMMER POSITIONS

### Year-Round

- Land management agencies submit and edit on-line proposals. Proposals should describe a geoscience project and the qualifications a person should have to be eligible for the position. Position descriptions must be entered at:  
[http://www.geosociety.org/GSA/Education\\_Careers/Field\\_Experiences/GeoCorps\\_America/GSA/ieldexp/GeoCorps/resources\\_mgr.aspx](http://www.geosociety.org/GSA/Education_Careers/Field_Experiences/GeoCorps_America/GSA/ieldexp/GeoCorps/resources_mgr.aspx)

### November

- 1 November: **DEADLINE** for submittal of position descriptions for spring/summer positions.
- GSA meets with national coordinators in early November to select GeoCorps projects for the following spring/summer and by 15 November notifies all whose projects have not been selected for the spring/summer GeoCorps program.

### December – February

- 1 December: spring/summer GeoCorps positions are posted online. GSA begins advertising positions to GSA members & campus representatives.
- 1 December: Applicants can begin reviewing and applying for project positions.

### February

- 2 February: **DEADLINE** to submit applications for spring/summer positions.
- GSA screening committee conducts initial screening of spring/summer applications to ensure that applications provided to site mentors are complete.
- \*10 February: conference call with site mentors to go over the details of the program. \*(Date may vary year to year, will typically occur on Wednesday.)
- 15 February: Mentors receive spring/summer applications.

### March

- 15 February – 2 March: Mentors screen applications for spring/summer positions and conduct phone interviews with top candidates.
- 2 March: Mentors may begin to make position offers.
- 6 March: **DEADLINE** for mentors to select participant for spring/summer positions.
- 13 March: **DEADLINE** for the selected participant to accept or decline the spring/summer position offer. GSA recommends that applicants provide their decision to the agency ASAP, within 2-5 business days. This way, if the applicant declines the position, the agency has time to make an offer to another applicant.
- GSA e-mails acceptance packets to selected participants. Selected participant must sign an agreement to officially accept the position and agree to terms of the GeoCorps program.

### April

- GSA notifies all applicants when all positions are filled. Individual position statuses are updated on the GeoCorps home page.
- Spring/summer positions can begin as early as 1 April, but most begin in May.

### May

- Most spring/summer positions begin

### June – July

- GeoCorps participants work on geoscience projects for 3 months during summer. Most summer positions begin in June.
- GSA invoices agencies for GeoCorps spring/summer positions.

### September

- 1 September: **DEADLINE** for spring/summer GeoCorps participants to send final report & evaluation materials to GSA.
- 1 September: **DEADLINE** for mentors to submit an evaluation form to give feedback on participant & program to GSA for spring/summer program.

## FALL/WINTER POSITIONS

### Year-Round

- Land management agencies submit and edit on-line proposals. Proposals should describe a geoscience project and the qualifications a person should have to be eligible for the position. Position descriptions must be entered at:  
[http://www.geosociety.org/GSA/Education\\_Careers/Field\\_Experiences/GeoCorps\\_America/GSA/fieldexp/GeoCorps/resources\\_mgr.aspx](http://www.geosociety.org/GSA/Education_Careers/Field_Experiences/GeoCorps_America/GSA/fieldexp/GeoCorps/resources_mgr.aspx)

### April

- 1 April: **DEADLINE** for submittal of position descriptions for fall/winter positions.
- GSA meets with national coordinators in mid-late April to select GeoCorps projects for the following fall /winter and by 15 April notifies all whose projects have not been selected for the fall/winter GeoCorps program.

### May-June

- 1 May: Fall/winter GeoCorps positions are posted online. GSA begins advertising fall/winter positions to GSA members & campus representatives.
- 1 May: Applicants can begin reviewing and applying for fall/winter positions.

### July

- 1 July: **DEADLINE** to submit applications for fall/winter positions.
- GSA screening committee conducts initial screening of fall/winter applications to ensure that applications provided to site mentors are entirely complete.
- 15 July: Mentors receive fall/winter applications.
- 15 July – 5 Aug: Mentors screen applications for fall/winter positions, conduct phone interviews with top candidates, and make offer to the best candidate.

### August

- 5 Aug: Mentors may begin to make position offers.
- 10 August: **DEADLINE** for mentors to select participant for fall/winter positions.
- 15 August: **DEADLINE** for the selected participant to accept or decline the fall/winter position offer. GSA recommends that applicants provide their decision to the agency ASAP, within 2-5 business days. This way, if the applicant declines the position, the agency has time to make an offer to another applicant.
- GSA e-mails acceptance packets to selected participants. Selected participant must sign an agreement to officially accept the position and agree to terms of the GeoCorps program.

### September

- GSA notifies all applicants when all positions are filled. Individual position statuses are updated on the GeoCorps home page.
- Fall/winter positions can begin as early as 1 September; most begin in September or October. Winter positions may begin as late as March.

### November

- GSA bills agencies for GeoCorps fall/winter positions.

### May

- 1 May: **DEADLINE** for fall/winter GeoCorps participants to send final report & evaluation materials to GSA.
- 1 May: **DEADLINE** for mentors to submit an evaluation form to give feedback on participant & program to GSA for fall/winter positions.

*For full program details, please see the GeoCorps homepage at [www.geosociety.org/geocorps](http://www.geosociety.org/geocorps).*