

KPMG Design Fellows – Application information

Fall 2024

Introduction

The **KPMG Design Fellows Program** is entering an exciting new phase aimed at implementing the physical changes and programming projects developed for the KPMG Gallery at Nova SBE. After extensive research, workshops, and fast prototyping during the first stage of the *C3 – Community, Collaboration, Creativity* project, developed during the Spring 2024 semester, we are now ready to bring these ideas to life.

As a KPMG Fellow, you will play a key role in this transformation process, supporting both the physical implementation of the space and the programming of community events. You will be responsible for ensuring that the vision we've collaboratively built with the Nova SBE community is successfully realized.

We are recruiting 1 KPMG Fellow.

Project Overview and vision for transformation:

The KPMG Gallery, inaugurated in 2018, has continuously evolved as new needs have emerged. During the first stage of the C3 project, we rethought the gallery through workshops (check our website to dive deep into our approach) and research, working closely with students, faculty, staff, the external community, and partners to identify the most effective ways to redesign the space.

Now, in this second stage, our goal is to **implement both physical changes and programming projects** that were ideated. The KPMG Fellow will work closely with the DESIS Lab Community Manager to execute these changes.

Who is this program for?

We are inviting **bachelor's and master's students** passionate about hands-on learning and getting in touch with social innovation and new projects' support. You should be enthusiastic about interacting with others and taking a lead role in project management.

If you've ever walked through the KPMG Gallery and thought, "What if this space could be different?"—this is the opportunity for you!

Roles and Responsibilities

In this program, the KPMG Fellow will be responsible for the following:

- Supporting the physical implementation of changes to the KPMG Gallery, including working with suppliers and ensuring the arrival, setup of materials and design of the areas.
- Organizing monthly KPMG Talks and Prototyping Testing sessions (1 per month each) in collaboration with the DESIS Lab Community Manager but serving as the primary point of contact with KPMG and relevant service departments.

- Collaborating with the DESIS Lab to ensure smooth execution of the gallery's programming, acting as the operational leader to make sure these events run seamlessly.

Supporting communication and outreach efforts to engage the Nova SBE community in the gallery's activities, ensuring strong participation and visibility.

Commitment and Stipend

The Fellow is expected to commit an average of 5 hours a week between the dates of the program, investing its time and energy into the success of the C3 project. The Fellow will receive a total stipend of 1.140€ for its dedicated participation.

Meetings and physical implementations can be adjusted according to both the Fellow and the DESIS Lab Community Manager agendas, however the implementation of the programming must start in October 2024 and run until December 2024 and the physical implementation must be completed until January 2025.

The payment is made through Recibo Verde or Ato único (which means that applicants must have a Portuguese TaxPayer number and be duly registered at Finanças.)

Fellow's Tasks:

- **Assist with physical space setup:** Help implement the changes planned for the gallery, coordinating the reception and organization of supplies.
- **Organize the KPMG Series Talks:** Plan and manage one event per month in collaboration with the DESIS Lab team, acting as the primary operational contact.
- **Organize the Prototyping Testing Series:** Coordinate and ensure smooth execution of one monthly testing session, managing communication, logistics, and participation.
- **Serve as the operational lead:** Be the main point of contact for KPMG, ensuring that all logistical and operational tasks are handled efficiently.
- **Promote engagement:** Work with the DESIS Lab Community Manager to generate excitement and participation for the events and activities in the gallery.

Conditions of Application:

Eligibility Criteria

This program is for Nova SBE students that want to actively participate, broaden their skill set, and actively contribute to innovative projects that have a real-world impact, in this case, directly on our school.

- Applicants must be students enrolled on undergraduate or master level programs (until the end of the program).

Application Process

Submit the application form with all requested details by October 15, 2024, 11:59pm.

Access the application form here: <https://forms.office.com/e/wwjcXVt2S6>

Get ready for an exciting journey of collaboration, creativity, and community impact. We look forward to seeing your contributions unfold throughout the project!