



POSNER CENTER
SYMPOSIUM2019
LESSONS IN COLLABORATION

BEST PRACTICES FELLOWSHIP POSITION ANNOUNCEMENT

The Posner Center for International Development's mission is *to convene, connect, and catalyze the international development community to collaborate for greater impact*. We are launching a new effort, the creation of a Best Practices Report, which will help us to learn from, document, and share best practices in collaborative international development to drive broader change and impact in the sector.

We are seeking a creative and self-directed Best Practices Fellow to help us develop our first-ever Best Practices Report and to help lay the foundation for building this report into a peer-reviewed journal. The Fellow will work in close coordination with the Posner Center's Executive Director and Program Director.

Responsibilities

- Help further define the goals and objectives of a Best Practices Report
- Develop a first-year project timeline
- Create process for documenting Symposium proceedings in order to develop the Report
- Assist with documentation of Symposium proceedings
- Assist with formatting and drafting sections of the report
- Support report review processes
- Strategize report sharing and dissemination process
- Identify avenues for report feedback
- Research the process and requirements for developing a peer-reviewed journal
- Identify prospective partners for subsequent year collaborations to produce, review, and disseminate the journal

Desired Skills, Experience, and Attributes

- Academic and professional experience in a related field, such as international development, journalism, communications, political science, or research.
- Excellent English-language writing skills
- Experience producing publications, including editing and desktop publishing a plus
- Interest in deepening the evidence-base as a means for transforming development
- Interest in understanding collaborative process
- Self-starter, works effectively with high-level direction
- Willingness to try new things, to learn, and to create something new

Commitment

- Average 10-12 hours/week, includes time at the Posner Center and some remote work
- January through May, 2019

- Must be available evening of February 21, 2019 and all day February 22, 2019

Fellowship Benefits

- Opportunity to engage and learn with community of 150+ organizations in Posner Center community
- Credit and recognition in publication of Best Practices Report
- Modest stipend will be available

To Apply

- Please send a resume and a cover letter to meg@posnercenter.org with the subject line 'Best Practices Fellowship.'
- We will review applications on a rolling basis and plan to start interviews in early December.