

SCHOLARS STRATEGY NETWORK

UTAH

UTAH CHAPTER OF SCHOLARS STRATEGY NETWORK SEEKS 2019-2020 GRADUATE FELLOW

Scholars Strategy Network - Mission Statement

The Scholars Strategy Network (SSN) connects journalists, civic leaders, and policymakers with America's top researchers to improve policy and strengthen democracy. Together they inform news and help solve the nation's toughest policy problems.

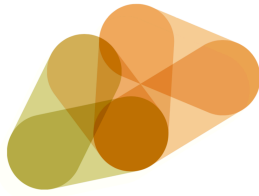
SSN has hundreds of members around the country organized into a number of chapters. The Utah SSN chapter is based out of The University of Utah and led by Jim Curry (Assistant Professor, Political Science), Sarah Diefendorf (Postdoctoral Fellow, Political Science & Sociology), Jessica Sanders (Assistant Research Professor, Department of Obstetrics and Gynecology), and Sara Yeo (Assistant Professor, Department of Communication). You can learn more about us at <https://scholars.org/chapter/utah>

Fellowship Description

The Utah Chapter of the Scholars Strategy Network is looking for a Graduate Fellow to support chapter activities. In the next academic year, we are planning a Policy Engagement Training series, and projects around issues of air pollution and health inequalities. Ideally, the fellow will share interest in these endeavors. Depending on the fellow's interest, this position may result in collaborations with other researchers. And, regardless, this position will provide the fellow with hands-on policy and research experience. The Fellow will be responsible for a number of projects and event duties, noted below, and will receive a \$500 honorarium in two installments (January and June) with the potential for a bonus of \$500. The ideal candidate would start immediately and work until June 2020 with potential for renewal.

Responsibilities

- 1. Administrative Support:** Support chapter event planning by helping to secure event spaces, setting up events online (on a university page or Eventbrite), inviting attendees, and doing event follow-up. Create online and print materials for the regional network generally and for specific events and projects. Communicate information and opportunities to chapter members. Assist with research on federal, state, and local policy efforts
- 2. Networking:** Assist with outreach to stakeholders using SSN's member-scholars' materials. Direct local members to the appropriate national staff person for resources and support.
- 3. Maintain database:** Support chapter recruitment efforts by researching area scholars and maintaining a prospective member database, and work with national membership team to track in-process members.



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Qualifications

The ideal candidate for this position would be:

- Able to commit 20 hours a semester
- A current graduate student at any stage of their career, in any discipline
- Familiar with, and interested in state and local policy and legislative processes
- Proficient in Microsoft Excel, Google Docs, Dropbox, and able to pick up on new computer systems and databases quickly
- An excellent writer and editor who is able to translate complex research and concepts into easy-to-understand language
- A timely and clear communicator
- Adept at performing general administrative duties
- Self-motivated with a positive attitude
- Committed to SSN's mission

How to Apply

We request two materials as part of your application:

1. Email a letter of interest to Sarah Diefendorf (sarah@scholars.org) with the subject line "Utah SSN Grad Fellow - [Your Name]."
2. Ask your dissertation chair or advisor to send a letter of support, on your behalf, to Sarah Diefendorf via email as well. This does not need to be a lengthy letter of recommendation, but rather a document that indicates that the faculty member supports you in this work at this stage of your graduate career.

Applications are **due June 1st**. Please reach out if you have any questions.