



The Institute of Public Affairs
5/22 Szpitalna st., Warsaw 00-031, Poland

AND

The Levada Analytical Center (Levada-Center)
Chernyakhovskogo st., 16, Moscow, 125319, Russian Federation

announce

RECRUITMENT

for

TRAINING PROGRAM FOR RUSSIAN POLICY AND OPINION MAKERS

The Fellowship Program, funded by National Endowment for Democracy, is envisaged to strengthen the policy center networks as well as directly support the future leaders of Russian society by sharing the experience and transferring know-how in the field of producing policy research and recommendations. It is intended to support analytical policy research, provide a better knowledge of the think tank sector and facilitate contacts with academic and nongovernmental institutions.

The Institute of Public Affairs (Warsaw) and the Levada-Center (Moscow) will grant fellowships for people from Russia who wish to conduct research, learn how to write professional policy papers and look for new contacts in Poland.

We invite persons that meet the following criteria: have previous research experience, a history of civic involvement in their communities, leadership background and potential and good knowledge of English, good knowledge of Polish would be an asset (detailed selection procedure on the following page).

The fellowship program:

- is aimed at helping to conduct policy research in the home region after finishing the fellowship
- is a mean for transferring skills, practical experience and improving analytical capacity
- will last from November 2012 to March 2013
- includes carrying out research and preparation of policy paper under the supervision of a Polish and Russian tutors
- covers travel and accommodation costs of the stay in Warsaw and Moscow
- offers stipends of 600 USD

DEADLINE FOR APPLICATIONS: 31 October 2012

- To learn more about the Institute of Public Affairs visit: <http://www.isp.org.pl>
- To learn more about the Levada-Center visit: <http://www.levada.ru/>



The National Endowment for Democracy
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SELECTION PROCEDURE

The selection process will consist of two stages:

1) APPLICATION ROUND: candidates are asked to send to the Levada-Center the following documents:

- The application form (see in additional attachment to this letter, or download it from IPA/ the Levada-Center webpages),
- An updated Curriculum Vitae, describing previous research experience,
- A research proposal (not exceeding 500 words), including the significance of the research, objectives & methodology and expected outcome of the research. The research proposals should correspond to the thematic areas described below,
- Two letters of recommendation from the affiliated organisation/institution or a person who is familiar with the applicant's activities or previous research experience,
- A sample of earlier paper (max. 5 pages) in English (if available).

Proposed fellowship thematic areas include:

- Russia's relations with the EU and Poland - policy areas, forms of cooperation,
- Migration trends and policy and integration of migrants and minorities,
- Development of non-government organizations (third sector) - barriers and opportunities (legal framework, practical experience),
- Women's presence on political scene (current state of play and challenges to overcome)
- Challenges to social policy

Applicants are encouraged to submit practical and policy oriented research proposals. The product of each fellowship will be a detailed analysis of a chosen issue. Selected papers will be published online in English.

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2) FINAL INTERVIEWS: after the pre-selection short-listed candidates will be chosen. Final interviews will be held by phone/skype with the representatives of two organizations on 6-8 November 2012 (tbc). This stage of selection process is to verify the proficiency in English as well as to discuss the content of the candidates' research proposals.

Fellowship program

1. Training in Moscow (30 November – 2 December 2012)

The training will feature interviewing techniques, collection and analysis of policy research materials and interpretation and use of public opinion research. The training will be attended by a representative of IPA who will use this opportunity to present the objectives of the project to the participants and briefly discuss the project proposals.

2. A one week study visit in Warsaw (3 – 10 December 2012)

The visit will start from meeting including a briefing on the work done so far combined with training on presentation techniques, dissemination and conference logistics. The fellows will be advised by their mentors and IPA staff on the list of institutions and other resources useful for their thematic area. Fellows will have a chance to participate in the events taking place in IPA, universities, think tanks as well as interact with staff and experts. The study visits and research will be followed by the final meeting devoted to the discussion on findings and conclusions. Additional training on the chosen issue will be also offered: e.g. research project management and planning; cooperation between think tanks and government; current state policy towards think tanks/NGOs and future directions.

3. Individual work on the policy paper under supervision of the mentor (December 2012 – February 2013)

After returning to Russia the fellows are expected to complete their policy papers and send the first version to the mentors until 2 January 2013. Through an exchange of the drafts of the papers, the fellow and the mentor must agree on the final draft that is to be submitted to the IPA by 28 February 2013. The fellows are also to plan individual presentations of their work at their home institution and the Levada-Center (if possible) using the knowledge gained during the visit in Poland. While writing, they are expected to combine the findings from desk and field research.

4. Final edition and dissemination of the papers (March 2013)

The policy papers, information on the project as well as training materials will be published on the Levada-Center and IPA websites and circulated among the cooperating organizations and individuals.

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Timetable

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| 31 October 2012 | Deadline for submitting applications |
| 5 November 2012 | Announcement of the short list candidates for the interviews |
| 6-8 November 2012 | Final interviews: selection of the fellows (TBC) |
| 30 November - 2 December 2012 | Study visit in Moscow |
| 3-10 December 2012 | Study visit in Warsaw |
| 11 December 2012 - 28 February 2013 | Writing the policy paper under the supervision of the mentor |
| 28 February 2013 | Submission to IPA of the final version agreed upon between the mentor and the participant |
| 30 March 2013 | Publication of policy papers |

Applications should be submitted via e-mail:

the Levada Analytical Center (Levada-Center)
e-mail: denis_volkov@bk.ru, volkov@levada.ru (reserve)

In case of any questions please contact project coordinators:

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