



INSTYTUT SPRAW PUBLICZNYCH
THE INSTITUTE OF PUBLIC AFFAIRS



The Institute of Public Affairs
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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 10 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 means for transferring skills, practical experience and policy lessons from Poland to Russia
- will last from July to October 2011
- includes carrying out research and preparation of policy paper under the supervision of a Polish tutor
- covers travel and accommodation costs of the stay in Warsaw (5 days) and Moscow (2 days)
- offers stipends of 500 USD

DEADLINE FOR APPLICATIONS: 1 July 2011

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



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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 following documents:

- The application form (see in additional attachment to this letter, or it could be downloaded from IPA and 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.

Proposed fellowship thematic areas include:

- Development of non-government organizations (third sector)--barriers and opportunities for cooperation with state administration (legal framework, practical experience)
- Sources, forms dynamics of nationalism and xenophobia in Poland and Russia and ways to overcome them
- Position and rights of minorities and migrants in Poland and Russia—state policies, relations with society
- Improving quality of public policy analysis and debate: role of think tanks, NGOs, research institutes
- Russia's relations with the EU and Poland—policy areas, forms of cooperation

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, published online in Polish or 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 7/8 July 2011. This stage of selection process is to verify the proficiency in English as well as to discuss the content of the candidates' research proposals.





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Fellowship program

1. Training in Moscow 19-21 July 2011

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 five-day study visit in Warsaw (4-9 September 2011)

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 (September 2011)

After returning to Russia the fellows are expected to complete their policy papers and send the first version to the mentors until 5 September 2011. 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 30 September 2011. 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 (October 2011)

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

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Timetable

1 July 2011	Deadline for submitting applications
4 July 2011	Announcement of the short list candidates for the interviews
7/8 July 2011	Final interviews: selection of the 10 fellows (TBC)
19-21 July 2011	Study visit in Moscow
4-9 September 2011	Study visit in Warsaw
September 2011	Writing the policy paper under the supervision of the mentor
<u>30 September 2011</u>	Submission to IPA of the final version agreed upon between the mentor and the participant
October 2011	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:

Justyna Frelak: justyna.frelak@isp.org.pl
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