State Policy Post-doctoral Fellowship Application Process

The application for the 2023-2024 State Policy Post-doctoral Fellowship is now open! The deadline to apply for the 2023-2024 State Policy Post-doctoral Fellowship is January 23, 2023 at 11:59pm Eastern.

Application Timeline

1. Application submission site opens by December 1, 2022
2. Deadline for Application Submission: January 23, 2023, 11:59PM Eastern
3. Notification of Status & Invitation to Interview: March 2023
4. Finalist Interviews (Virtual) with Selection Panel: Mid or late March 2023
5. Notification of Fellowship Offers: April 2023

Application Submission Instructions

Full applications must be submitted through an online portal.

Eligibility Requirements:

• Applicants must receive a doctoral-level degree (e.g., Ph.D., Ed.D., M.D.) relevant to child development prior to the start of the fellowship.
• Applicants to the SRCD State Policy Fellowship Program must be a member of SRCD.
• Citizenship Eligibility Requirement (varies by state): Fellows work as independent contractors during the fellowship at their state placement. State governments may vary in their citizenship requirements
for contract employment. For instance, individuals who are U.S. citizens or DACA recipients are typically eligible. Applicants must confirm with the potential placement that they meet the state’s eligibility requirements prior to submitting the application.

- The potential placement must be a state-level executive branch agency office that oversees the implementation of programs and services that support children’s learning and well-being (from birth to 8-year-olds). Examples of areas of focus for agencies include, but are not limited to: education, child care, income security, early childhood mental health, family engagement, and child abuse prevention. Recent placement offices include: Indiana Family and Social Services Administration in the Office of Early Childhood and Out of School Learning and the Oregon Department of Education in the Early Learning Division.

What items are required in a State Policy Post-doctoral Fellowship application?

A. Six items from the post-doctoral candidate:

1. **Statement of interest** (1,300 word limit). Please utilize SRCD’s Candidate Statement of Interest template for your statement of interest submission, making sure you adhere to the guidelines on the template. Your statement of interest should describe:
   - Background and Qualifications: Please describe how your training background and experience in child development would make you a strong candidate for the fellowship (e.g. consider coursework including research methods courses, training, professional experience related to the application of research to policy or practice).
   - Research Expertise: What are your current areas of research, primary questions of interest, and methodologies used to address the questions?
   - Commitment to DEI: What does it mean for you to have a commitment to diversity, equity, and inclusion (DEI) in your developmental science career? This could take many forms including, how research is conducted, how it is translated into policy and practice, and how it should inform conversations or considerations about factors that influence child development.
Policy Interests: Why are you interested in working on policy issues relevant to child development and what types of experiences have contributed to this interest? What types of knowledge and skills do you hope to develop through the fellowship?

Career Aspirations: What are your career goals and how would the fellowship support your career goals? For Mid-career applicants: How will the fellowship build on your career experiences to date and inform your work in the future?

Candidates should confirm their understanding that the fellowship is a full-time, on-site immersion experience at the state placement agency.

2. **Current C.V.**
   - Your current C.V. should include your academic appointments and professional experiences, scholarly products, awards, professional service and other relevant scholarly work. If applicable, please include other professional products in your C.V., such as technical reports or policy briefs.

3. **Transcript** (official or unofficial). Your transcript will be used to confirm that you have an academic background in developmental science.

4. **Three letters of recommendation** for the post-doctoral candidate, addressing the following:
   - How does the post-doctoral candidate’s expertise, skill set, and interest prepare the candidate for a successful fellowship experience?
   - What is the post-doctoral candidate’s knowledge base and how does the candidate’s expertise relate to policy?
   - To the best of your knowledge, what drives or motivates the post-doctoral candidate to pursue this fellowship?

B. One item from staff at state executive branch agency:

1. **Statement of support** (750 word limit). Please utilize SRCD’s State Agency Statement of Support template for your letter of intent submission, making sure you adhere to the guidelines on the template.
The statement of support should be written by an employee in a leadership position working on early childhood policy at the state executive branch agency and who would provide the placement opportunity to the SRCD State Policy Post-doctoral Fellow. Note: it may be the case that an individual other than the employee in a leadership position would be the supervisor for the fellow. In such cases, we recommend this statement be written jointly with the proposed supervisor.

The statement should include:

- **Background:** Describe your title and primary role in the organization.
- **Possible Projects:** Describe possible projects the fellow might assist with, with the understanding that specific projects will be determined together with the agency when the fellowship begins and that projects will evolve during the course of the year.
- **Support for the Candidate:**
  - Confirm your interest in hosting a fellow for an immersive learning policy experience and describe the supervisory plan. This would include a description of the individual(s) who will supervise the fellow and provide guidance and feedback on specific placement projects, regularly scheduled discussions with the supervisor(s) during which the fellow could ask questions and reflect on what they are learning, and identify opportunities for the fellow to learn about policy development, implementation, and evaluation in a state agency.
  - Describe onboarding plan to orient the fellow to the agency's structure and functions, including confirming that an appropriate workspace would be made available including use of a computer and telephone (used only according to agency guidelines).
  - Confirm that the placement supervisor agrees to participate in the fellowship-related activities in support of the candidate: join a kick-off call at the start of the fellowship year with the fellow and SRCD staff; provide feedback on the candidate’s professional development plan and support their progress towards the outlined goals; provide feedback on the fellow’s Spotlight column, Professional Portfolio, and Capstone presentation; complete an end-
of-year evaluation of the fellowship; and attend semi-annual meetings with SRCD fellowship staff to ensure the fellow and the state placement office has a successful fellowship experience.

- Confirmation of Applicant’s Eligibility for Contract Employment

  - SRCD State Policy Fellows are designated “independent contractors” at their state placement office. SRCD recognizes that state governments may vary in their citizenship status requirements for contractor employment. Individuals who are U.S. citizens or DACA recipients are typically eligible for contractor work. Please confirm that you have checked with your Office of Human Resources to verify that the applicant meets your state’s citizenship status requirement.

_The statement of support must be signed and on letterhead._

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How do I submit a full application?

Applications must be submitted through an online portal. Applications are due by **January 23, 2023 at 11:59pm Eastern.** See “Application Submission Instructions” above for more information.

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How are State Policy Post-doctoral Fellowship applications evaluated?

Post-doctoral candidates will be evaluated based on the following evaluation criteria:

- Demonstrates strong training in developmental science (e.g., topically child development and research methods coursework)
Demonsrates expertise conducting high quality research that makes important contributions to the field (e.g. record of publications and presentations commensurate with experience)

- Demonstrates strong communication skills
- Alignment of interests, learning goals, and career aspirations with the fellowship program goals and potential placement experiences, including interest in applying research to policy issues in the field
- Demonstrates an understanding of and a commitment to diversity, equity, and inclusion

The Selection Committee will also consider the potential for meaningful fellowship projects at the proposed state executive branch agency as well as mentorship supports proposed by the state supervisor when reviewing fellowship applications.

frequently asked questions

Tips & Tricks

Watch the webinar on tips and tricks for applying to the SRCD U.S. State Policy Fellowship. For the most up-to-date information about the fellowship application process and application requirements, please refer to the above information on this page.

view the full transcript here