



## **Reimagining Democracy Fellowship**

### **Ash Center for Democratic Governance and Innovation**

#### **Overview**

The Democratic Governance Programs of the Ash Center for Democratic Governance and Innovation at Harvard Kennedy School explore the relationship between democratic governance and the persistence of urgent social problems. Through research, teaching, and engaging with practice, the Programs generate ideas to make democracy deeper and more robust in the United States and around the world.

The Ash Center is seeking a research fellow with a passion for deepening democracy and a background in learning and innovation platforms. The fellow will help grow the Reimagining Democracy Initiative, a new collaboration among HKS faculty committed to building a unique environment in which scholars and practitioners come together in exploring bold ideas to improve democracy. Reimagining Democracy is a novel platform, or incubator, that aims to understand today's threats to democracy, generate and investigate bold ideas and solutions, and ultimately challenge conventional wisdom and practice. The Initiative will deploy a variety of collaborative program and research models engaging scholars and practitioners: ongoing learning forums, focused working groups or executive sessions, symposia that reach broader audiences, and opportunities to capture the energy and creativity of Harvard students.

#### **About the Fellowship**

The Reimagining Democracy Fellow will work under the direction of Archon Fung, Winthrop Laflin McCormack Professor of Citizenship and Self-Government and Director of the Ash Center's Democratic Governance Programs. The fellow will utilize their academic training and project management experience to help the Director in the design and delivery of the Reimagining Democracy Initiative at a critical time as its portfolio expands. The Research Fellow will participate as a full member of the Ash Center's Democratic Governance team and will join a robust, exciting, and multi-disciplinary environment that spans multiple departments and schools across Harvard University.

#### **Responsibilities**

1. Lead strategic design and planning in close collaboration with the Director
  - Develop conceptual frameworks and organizational structures
  - Conduct an initial review and monitor relevant fields of practice and scholarship
  - Develop a system of program evaluation, including mechanisms to inform and adapt as needed
  - Help Director assess how the new initiative will make its most unique contribution
2. Manage multiple projects within the portfolio
  - Implement internal communications, collaboration tools, and process improvement practices
  - Monitor and evaluate progress to ensure project meets milestones and other faculty expectations
  - Curate project data including rosters, evaluations, background research, and landscape scans
  - Work closely with Director and other faculty to explore potential new projects
3. Develop and maintain relationships with stakeholders and collaborators
  - Help faculty meet reporting and other requirements of sponsored and other outside funding
  - Ensure projects follow all university and school-wide values, norms, guidelines, and expectations
  - Work in close coordination with events, communications, finance, other Ash Center colleagues
  - Provide troubleshooting and other supports as needed for each project



### **Qualifications**

- Advanced degree in a relevant field of academic study, including but not limited to political science, public policy, sociology
- Demonstrated commitment to making democracy deeper and more robust in the United States and around the world
- Interest and experience in bringing scholars and practitioners together in an environment of shared learning and ideation
- Project management skills, including the ability to manage multiple projects on different timelines, design project planning infrastructure, and navigate multiple stakeholders
- Demonstrated commitment to building diverse and inclusive work communities
- Strong oral and written communication skills, including the ability to communicate persuasively, concisely, and clearly in writing

### **Additional Details**

This is a full-time fellowship with a one-year appointment. There is a possibility of extension based on need and funding availability. The fellowship is located in Cambridge, MA. The salary range for this fellowship is \$70,000 - \$90,000 based on relevant experience. This appointment comes with health benefits and access to Harvard's library system.

We seek to advance diversity, equity, and inclusion in the work of the Ash Center's Democratic Governance Programs, whether among the US and international fellows we host, the topics and speakers that we convene, and the research that we foster. The fellow must be adept in designing and executing the work of the Democratic Governance Programs through this lens of diversity, equity, and inclusion.

### **To Apply**

Please send an email to [jose\\_martinez@hks.harvard.edu](mailto:jose_martinez@hks.harvard.edu) with a cover letter (one page) and resume or CV. We will review applications beginning in August 2021 and will continue until appointing a fellow. We are committed to building and fostering a diverse and inclusive team of staff, students, faculty, and fellows and we seek candidates who share our commitment and values.