



## Public Policy Fellowship Application for 2019 Legislative Session Application Due Date: MONDAY, December 3, 2018

First Alaskans Institute (FAI) is pleased to announce its 2019 Public Policy Fellowship (PPF) to place Alaska Native and rural Alaskans in Juneau during the 2019 Legislative session. The goal of the PPF is that emerging leaders will be familiar with the legislative process; understand their own histories; learn and use the skills of past, present and future leadership; and know the evolving issues that confront Alaska Natives and the State of Alaska. Participants will have hands-on experience working with the legislative and political process, creating a real-time two-way flow of information between the Alaska State Capitol and our Alaska Native communities.

### **Example duties and core competencies that we encourage successful fellows to have and pursue:**

#### Written/Verbal Communication:

Capture and disseminate relevant information; Draft speeches; Draft legislation; Draft legislative citations (memorial, honorary); Draft and distribute District Newsletter; Provide oral testimony before committees; Attend committee hearings and provide written or verbal summaries to legislative staff.

#### Social:

“Constituent Work” – communicate and work with constituents in the office or by phone/mail/email to respond to their concerns and interests; Problem solve; Attend committee meetings, constituent meetings and staff meetings.

#### Research/Analytical:

Analyze legislation; Research; Track budget development; Follow bills and help draft or carry legislation; Track and research Alaska Native issues.

#### Office Management:

Process emails; Process printed mail; Schedule meetings on Microsoft Outlook, Google Calendar, etc.

2019 will mark the 11th year of the Public Policy Fellowship. **This paid fellowship is 14 weeks in length, from January 15 to April 14, 2019.** The fellowship will begin with an orientation in Juneau. Fellows will be expected to work five days a week at the placement office with the exception of the scheduled leadership training sessions and holidays or approved days off. **All confirmed 2019 fellows will be provided a housing stipend, a round trip ticket to and from Juneau and bi-weekly pay.**

FAI is a statewide Alaska Native non-profit organization whose mission is: “True to identity, heritage, and values Alaska Natives are informed and engaged in leading the decisions that shape the future.” Our vision is *Progress for the next 10,000 years...*

## Timeline

- **Application due date: Monday, December 3, 2018**
- Final selection of fellows: December 14, 2018
- Placement with host legislative office finalized: December 28, 2018
- First Alaskans Institute Training: January 8 – 9, 2019 (Juneau)
- Legislative Ethics Training: January 10 – 11, 2019 (Juneau)
- Public Policy Fellowship: January 15 – April 14, 2019 (Juneau)

## Basis for Selection

Successful applicants will be selected based on an application process, which requires applicants to submit **ALL** of the following:

- Pages 3 and 4 of this application form;
- Typed biography describing personal, professional and family background (250 word limit)
- Current resume no more than 2 pages;
- Two current letters of recommendation;
- Written or video essays (250 – 650 word limit, or 1 minute 30 seconds – 3 minutes limit);
- Unofficial transcripts if still attending a post-secondary institution although there is *no academic requirement to be eligible*. Official transcripts may be requested if you are a successful fellow;
- If Alaska Native/American Indian, please include a copy of your Certificate of Indian Blood or Tribal ID Card.

**PERSONAL INFORMATION**

<b>Full Name:</b>	
<b>Current Mailing Address:</b>	
<b>City, State, Zip:</b>	
<b>Permanent Address:</b>	
<b>City, State, Zip:</b>	
<b>Until what date will your current address be valid?</b>	
<b>Email Address:</b>	
<b>Birth Date:</b>	<b>Gender:</b>
<b>Cultural Heritage(s):</b>	
<b>ANCSA Corporation Affiliation:</b>	
<b>Tribal Affiliation:</b>	
<b>Cell Phone:</b>	<b>Other phone:</b>

**I. EMERGENCY CONTACT INFORMATION**

<b>Name:</b>	
<b>Current Mailing Address:</b>	
<b>City, State, Zip:</b>	
<b>Email Address:</b>	
<b>Cell phone:</b>	<b>Other phone:</b>

**II. EDUCATION/TRAINING**

<b>Undergraduate University/College most recently attended:</b>	
<b>Expected Graduation Date:</b>	<b>Degree:</b>
<b>Major(s):</b>	<b>Minor(s):</b>
<b>Graduate School most recently attended:</b>	
<b>Expected Graduation Date:</b>	<b>Degree:</b>
<b>Major:</b>	

**III. ESSAYS**

Please respond to the following using a separate typed document **(250 – 650 word limit) OR** submit a short video essay **(1 minute 30 seconds – 3 minute limit)** answering both questions:

- 1) Describe what leadership roles you see yourself holding, and what contributions you plan to make back to the statewide Alaska Native community.
- 2) Provide us an example of how you have handled a challenging or complex work environment while effectively completing your tasks.

**IV. PERSONAL COMMITMENT**

<b>The fellowship is scheduled to start with an orientation on January 8 and conclude with the completion of Regular Session on Friday, April 14, 2019. Do you anticipate any activities that might affect your full participation and or completion of the fellowship, if so please describe:</b>	
<b>I commit to completing the 2019 Public Policy Fellowship if selected.</b>	
<b>Signature:</b>	<b>Date:</b>

**Address application materials and questions to:**

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