

# **Jay Jordan IFLA / OCLC Early Career Development Fellowship Program: 2014 Guidelines**

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## **Program Overview**

The Jay Jordan IFLA / OCLC Early Career Development Fellowship Program provides early career development and continuing education for library and information science professionals from countries with developing economies. The program is jointly sponsored by the International Federation of Library Associations and Institutions (IFLA) and OCLC.

On an annual basis program sponsors select up to five individuals to participate in a four-week intensive Fellowship program based at OCLC's headquarters in Dublin, Ohio, USA. Topics and issues include information technologies and their impact on libraries, library operations and management, and global cooperative librarianship.

Fellows visit selected libraries and cultural heritage institutions, meet with leading information professionals and observe OCLC's governance structure in action. The Fellows gain insight into issues affecting global library cooperation and are exposed to the governance of a global library cooperative. Key services and activities of program sponsors IFLA and OCLC are highlighted. Fellows have numerous opportunities to meet leading practitioners and discuss real-world solutions to the challenges facing libraries today.

Fellows translate their learning and experiences into specific professional development plans that guide their continued growth as well as their personal contributions to their home institutions and country of origin.

## **Key Dates**

2014 Program Applications Accepted..... August 2012 – February 15, 2013  
2014 Application Deadline..... February 15, 2013  
2014 Applicant Selection Process ..... March - July 2013  
2014 Award Announcement ..... August 2013  
2014 Program..... (exact dates to be determined) April - May 2014

## Eligibility

Promising library and information science professionals who are in early stages of career development and who meet all of the qualifications are encouraged to apply. Applicants must:

- Be employed in a library or information center.
- Have a qualifying degree in library or information science. The qualifying degree may vary depending upon country of origin, but should be the general library or information science degree recognized in the country. Normally a PhD or MPhil is not considered a qualifying degree, because the Fellowship program is targeted for early career librarians.
- Have obtained the qualifying degree between January 1, 2008 and December 31, 2012.
- Have at least three years, but no more than eight years, of library or information science experience. For the 2014 program, applicants must have library or information science experience that begins no earlier than January 1, 2005 and no later than January 1, 2010.
- Be a legal national from a qualifying country (see list of Qualifying Countries) and be working as a librarian or information science professional in that country.
- Read and speak English proficiently.
- Be prepared to work as a team member with other Fellows and to participate as required in this fast-paced program.
- Have a valid passport.
- Be able to obtain documentation permitting legal entry into the United States or any other country required for program participation.

## Application Procedures

For consideration, qualified applicants must prepare and submit an application, including an electronic copy of their qualifying library or information science degree diploma. The application must follow the content outline and format described in the document "2014 Application." The completed application, including diploma copy, PLUS two letters of recommendation must be received by OCLC no later than February 15, 2013. The application and letters of recommendation must be in English.

## Selection Process and Award Notification

All applications and letters of recommendation received by the deadline will be reviewed for completeness and responsiveness to the application criteria. **Materials (applications, letters of recommendation and diploma copies) received after February 15, 2013 will not be considered.** Notification acknowledging receipt of materials will be sent to applicants and to persons providing letters of recommendation. Due to high volume, committee members will not respond to inquiries about application status.

A specially appointed Selection Committee, comprised of representatives from the sponsoring organizations, will evaluate and score the applications and propose award winners to the Vice President, OCLC Global and Regional Councils, who shall have final selection authority. Award recipients will be contacted via email in July 2013 to confirm their participation. Award recipients will be announced at the World Library and Information Congress: 79<sup>th</sup> IFLA General Conference and Assembly in Singapore, August 2013. Names of award recipients will be posted on the OCLC website after the announcement is made at the IFLA General Conference.

## **Provisions of Award**

The award provides the following for each Fellow:

- Airfare, coach class, from the recipient's home country to the United States and return trip to the recipient's home country (transportation to and from the airport in the recipient's home country is the responsibility of the award recipient). Note: All travel arrangements must be made through OCLC's travel agency.
- Transportation related to library visits (arranged by OCLC).
- Lodging (arranged by OCLC).
- Subsistence, including meals.
- Medical insurance (arranged by OCLC).

The award does not provide for (and award recipient is responsible for):

- Any costs associated with preparing and submitting an application.
- Any costs associated with obtaining a valid passport, passport photo, visas, document processing, or other costs associated with entering the United States or any other country legally except as noted, above.
- Any costs associated with medical treatment that is not covered by medical insurance.
- Any costs associated with travel unrelated to Fellowship activities, entertainment, personal effects, clothing, toiletries, souvenirs, or other incidental expenses incurred by the award recipient.
- Any costs other than those specifically enumerated, above.

## **Limitations and Liabilities**

Participation in the program is contingent upon the award recipient being able to obtain the legal documentation (passport, visas and other materials) needed for program participation. By accepting the award, the award recipient assumes all risk for illness, injury (including death) or other mishap that he or she may suffer during his or her presence in the United States and during travel to, from, or within the United States or any other country. IFLA and OCLC shall have no liability of any type for any such occurrence.

## Qualifying Countries

The country list below, reviewed and updated annually, is based on information from a variety of sources including World Bank Income Economy Lists, United Nations Development Programme Human Development Indices, United Nations Least Developed Countries Lists, sponsoring organization developing country lists, and others.

Afghanistan	Albania	Algeria	Angola
Antigua and Barbuda	Armenia	Azerbaijan	Bangladesh
Belarus	Belize	Benin	Bhutan
Bolivia	Bosnia and Herzegovina	Botswana	Burkina Faso
Burundi	Cambodia	Cameroon	Cape Verde
Central African Republic	Chad	Chile	China
Colombia	Comoros	Democratic Republic of Congo	
Republic of Congo	Costa Rica	Côte d'Ivoire	
Cuba	Djibouti	Dominica	Dominican Republic
Ecuador	Egypt	El Salvador	Eritrea
Ethiopia	Fiji	Gabon	Gambia
Georgia	Ghana	Grenada	Guatemala
Guinea	Guinea-Bissau	Guyana	Haiti
Honduras	India	Indonesia	Islamic Republic of Iran
Iraq	Jamaica	Jordan	Kazakhstan
Kenya	Kiribati	Democratic People's Public of Korea	
Kyrgyzstan	Lao PDR	Lebanon	Lesotho
Liberia	Libya	Former Yugoslav Republic of Macedonia	
Madagascar	Malawi	Maldives	
Mali	Marshall Islands	Mauritania	Mauritius
Federated States of Micronesia		Moldova	Mongolia
Montenegro	Morocco	Mozambique	Myanmar
Namibia	Nepal	Nicaragua	Niger
Nigeria	Pakistan	Palau	Panama
Papua New Guinea	Paraguay	Peru	Philippines
Rwanda	Samoa	São Tomé & Príncipe	Senegal
Serbia	Seychelles	Sierra Leone	Solomon Islands
Somalia	South Africa	South Sudan	Sri Lanka
St. Lucia	St. Vincent and the Grenadines		Sudan
Suriname	Swaziland	Syrian Arab Republic	Tajikistan
Tanzania	Thailand	Timor-Leste	Togo
Tonga	Tunisia	Turkmenistan	Tuvalu
Uganda	Ukraine	Uruguay	Uzbekistan
Vanuatu	Venezuela	Vietnam	Yemen
Zambia	Zimbabwe		