

# Jay Jordan IFLA / OCLC Early Career Development Fellowship Program: 2018 Application

Qualified applicants should prepare and submit: 1) an application (download and complete this form), 2) two letters of recommendation with original signatures, and 3) a letter from your employer confirming support for your application and willingness to release you from work to travel to the United States for participation in the 2018 program (17 March – 13 April 2018) if you are selected as a Fellow.

Only complete applications will be reviewed. All materials must be in English and received no later than 6 October 2017. Application materials must be submitted to <http://oc.lc/2018-Fellowship-Applications> using the following file-naming conventions.

- 1. Application**  
<firstname><lastname>Application<country>      Example: Nancy Lensenmayer Application US
- 2. Recommendation Letters**  
<firstname><lastname>Recommendation 1      Example: Nancy Lensenmayer Recommendation 1  
<firstname><lastname>Recommendation 2      Example: Nancy Lensenmayer Recommendation 2
- 3. Employer Support**  
<firstname><lastname>Support      Example: Nancy Lensenmayer Support

Please contact Nancy Lensenmayer, [lensenma@oclc.org](mailto:lensenma@oclc.org), if you have questions or need additional information about the application process.

## **Part 1. Applicant Information**

Full Name as it appears in written form: (such as Ms. Nancy F. Lensenmayer)

Current Position Title:

Institution:

Country:

Email Address(es):

Phone Number(s) (include country code):

## **Part 2. Program Eligibility Confirmation**

### **Country of Citizenship and Employment**

Applicant must be a legal national from a qualifying country (see Qualifying Countries, Guidelines) and be working as a librarian or information science professional in that country. *\*Note: Fellows must be able to obtain documentation permitting legal entry into the United States or any other country required for program participation.*

- Yes  No **Are you a legal national from a qualifying country and working as a librarian or information science professional in that country?**

My country is

### **Qualifying Library or Information Science Degree**

Applicant must have a qualifying degree in library or information science that was obtained **within the past five years**. The qualifying degree may vary depending upon country of origin, but should be the general library or information science degree recognized in the country. *\*Note: Finalists will be required to submit an electronic copy of their qualifying degree before the Fellowship is awarded and a J-1 visa granted.*

- Yes  No **Do you have a qualifying library degree as described above?**

Degree:

Institution:

Date received:

### **Library Experience**

Applicant must have at least three years, but no more than eight years, of library or information science experience.

- Yes  No **Do you meet the three to eight years of experience qualification?**

My professional library experience began (MM/DD/YYYY)

### **English Proficiency**

The program is conducted entirely in English. Applicants must read and speak English proficiently.

- Yes  No **Do you read and speak English proficiently?**

### **Employer Support**

Fellows must have employer support for program participation. Your application must include a letter from your employer confirming support for your application and willingness to release you from work to travel to the United States for participation in the 2018 program (17 March – 13 April 2018) if you are selected as a Fellow.

- Yes  No **A letter from my employer supporting my participation in the 2018 Fellowship Program if I am selected as a Fellow is included with this application.**

### **Part 3. Educational Background**

**List your qualifying degree.** *\*Note: Finalists will be required to submit an electronic copy of their qualifying degree before the Fellowship is awarded.*

Qualifying degree (include name of degree and major area of study):

Institution from which you received the degree, institution city and country:

Date qualifying degree awarded:

**List additional education experience, most recent first. If you have multiple degrees, provide information for each degree received. List the name of the degree and major area of study, institution from which you received the degree, institution city and country, and the date the degree was awarded.**

### **Part 4. Work Experience**

**List your CURRENT library or information-science position.**

Position title:

Institution, institution city and country:

Dates in the position:

Key responsibilities:

**List additional current and previous library and information science-related work positions, most recent first. Follow the format below for each position, listing the position title, institution, institution city and country, dates in the position, and key responsibilities.**

Position title:

Institution, institution city and country:

Dates in the position:

Key responsibilities:

## **Part 5. Professional Organization Activities, Publications, and Honors and Awards**

List your involvement with the following, most recent first.

Professional organizations (include library and information science-related organizations):

Publications (citations for publications within the last two years):

Honors and awards (include professional and academic awards):

Have you participated in any training or professional development programs outside of your country?

Yes  No

If so, please provide the program name, country location and dates of participation.

If you have traveled to the United States, please provide the dates of your travel and the type of visa you were issued for the travel.

## **Part 6. Essay**

Provide an ORIGINAL essay of NO MORE THAN 1,000 WORDS below, written in English, describing why you want to participate in the program and how your participation will positively impact your contributions to your library, community and the profession. Your essay should demonstrate insight into the problems and opportunities facing libraries in your country, an awareness of the role of library cooperation and specific examples of potential cooperative efforts within your region, and evidence of your personal commitment to professional development, service and leadership.

## **Part 7. References**

Applicants must submit two letters of recommendation, with original signatures, written in English only. Letters of recommendation are very important in the selection process. Eligible recommenders include supervisors, colleagues, mentors and other professionals who are familiar with you and your work, and who can evaluate your ability to participate in the Fellowship Program.

Recommenders should state how long they have known the applicant and in what capacity, comment on the applicant's recent work responsibilities and performance, and give an assessment of the applicant's promise as a developing professional, including commitment to professional development, service and leadership.

## **Part 8. Employer Support Letter**

Applicants must submit a letter from your employer, written in English, confirming support for your application and willingness to release you from work to travel to the United States for participation in the 2018 program (17 March – 13 April 2018) if you are selected as a Fellow.