

ICANN | FELLOWS

Overview of the Proposal of the New Fellowship Program Approach



Outreach and Recruitment

- SOs/ACs provide clear targets on desired skills and diversity
- ICANN Organization uses input to implement targeted outreach



Application

- Those interested in applying take an introductory ICANN Learn course; proof of course completion required to apply
- Interested individuals encouraged to reach out to their regional GSE representatives



Selection

- Selection committee made up of SO/AC appointees to serve 2-3 year terms
- Criteria for selection of committee members identified by relevant SOs/ACs; ICANN Org to provide guidance on skills and commitment required
- Criteria for selection of applicants to be reviewed and revamped by SO/AC selection committee members; individuals with desired skills that meet all criteria to be given special consideration
- Strict three-time fellowship limit to be imposed
- Diversity of applicant pool remains a priority
- Terms and conditions of Fellows updated by SO/AC selection committee members



Pre-Meeting Preparation

- Mentors identified by SOs/ACs to be paired with selectees
- ICANN Learn courses to serve as pre-requisites for those selected to participate
- Mentors to provide additional guidance and support, as needed, including on-site



On-Site

- Fellows are required to attend working group and other sessions identified by their mentors
- Fellows engage and network with relevant (to their interests) policy and advice experts



Post-Meeting Requirements

- Fellows submit a report detailing their activities and indicate:
 - Which community group they plan on engaging with
 - Their area(s) of interest in PDP and advice activities
 - Plan for engaging with regional ICANN teams
- Mentors and SO/AC members to identify fellows with skills to contribute and work to involve them in their policy and advice work



Metrics

- ICANN Org to track the following data points, ensuring compliance with relevant privacy regulation, and report on data to the community:
 - # applications by region and fellows selected by region
 - # applications by sector and fellows selected by sector
 - Participation in policy development processes:
 - # pen holders on policy reports and documents
 - # mailing list contributions
 - # public comment contributors
 - # leadership positions
 - Participation in regional engagement and outreach
 - # regional events attended
 - # regional events organized

Proposal of the New Fellowship Program Approach: Overview of Responsibilities and Expectations

	FIRST-TIME FELLOWS	RETURNING FELLOWS	SO/AC MENTORS
Application	<ul style="list-style-type: none"> Identify SO/AC/SG/C of interest Complete introductory ICANN Learn course; certificate of completion required to apply Write a short piece on a topic within ICANN's remit Encouraged to reach out to regional GSE representatives for more information on ICANN 	<ul style="list-style-type: none"> Identify community group of interest and demonstrate commitment to participating in its policy development Complete advanced ICANN Learn course and attach certificate to application Demonstrate efforts for global outreach and engagement in local community 	<ul style="list-style-type: none"> SO/AC-specific mentors would replace Coaches; role open to all experienced community members, not just former fellows Answer call for volunteer mentors by selection committee, who match interests with skills
Pre-Meeting Preparation and Support	<ul style="list-style-type: none"> Complete additional ICANN Learn course; program manager to verify completion Work with mentor to develop goals for meeting (such as identifying at least two community members to meet to discuss a given topic) Propose meeting schedule and receive feedback from mentor Identify skills to build and knowledge to gain at meeting 	<ul style="list-style-type: none"> Complete additional ICANN Learn course; program manager to verify completion Work with mentor to define concrete goals for meeting Mentor to check in throughout meeting and report on progress to project manager Complete mentor-assigned task (i.e. research project) Propose meeting schedule in writing and receive feedback Identify skills to build and knowledge to gain at meeting 	<ul style="list-style-type: none"> Advise on schedule Assist fellow in planning meeting goals Provide feedback on an assigned task (such as a short piece on ICANN's mission's relevance to a topic of interest for first-time fellows and policy writing for returning fellows)
Meeting Structure	<ul style="list-style-type: none"> Attend Newcomers Day Attend mandatory sessions identified by mentor Engage and network with relevant policy/advice experts 	<ul style="list-style-type: none"> Attend constituency-specific sessions, as identified by mentor Engage with relevant policy/advice experts Work with other fellows to write a public comment 	<ul style="list-style-type: none"> Introduce fellows to relevant community members Select sessions for "shadowing" Offer advice and support
Post-Meeting Expectations	<ul style="list-style-type: none"> Produce report detailing activities and indicating the community group with which they plan to engage, their area(s) of interest in PDP and advice activities, and plans for engaging with regional ICANN teams Write a blog about a meeting topic/session of interest and its relevance to ICANN's mission Participate in policy development and regional engagement and provide regular annual updates on involvement 	<ul style="list-style-type: none"> Produce post-meeting report detailing activities and indicating engagement with a community group, goals relating to an area of interest in PDP and advice activities, and plan for engaging with regional ICANN teams Establish regular check-ins from mentor and seek help from experienced community members if experiencing trouble integrating into the community Participate in policy development and regional engagement and provide regular annual updates on involvement 	<ul style="list-style-type: none"> Provide feedback on assigned topics Encourage fellows to participate on calls and mailing lists and offer ongoing mentorship Write mentees' progress report Identify fellows with skills to contribute and work to involve them in policy work

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Selection Committee

Alter Committee Structure

- SOs/ACs to select all committee members; individuals to serve two- to three-year terms to ensure familiarity and consistency with the process
- SOs/ACs to identify criteria for selection of committee members; ICANN Organization to provide guidance on skills and commitment required

Revise Selection Criteria

1. Review and revamp criteria for selection of applicants; individuals with desired skills that meet all other criteria to be given special consideration
2. Ensure that underserved regions remain a priority
3. Prioritize diversity of applicant pool
4. Update terms and conditions of fellows
5. Work with relevant community groups to verify active engagement of returning fellows
6. Publish information on application numbers and selection criteria
7. Rank candidates according to point-based selection criteria
8. Support three-time fellowship limit
9. Host an information session at one ICANN meeting per year on selection committee criteria; revise criteria as needed

Verify Proof of Engagement Provided by Returning Fellows

- Record of participation in working group conference calls
- Links to substantive discussions and deliberations on mailing lists
- Demonstration of involvement of drafting or reviewing working group materials
- Examples of contributions to reporting on working group activity to the stakeholder group/community
- Links to public comment participation
- Links to blogs about ICANN-related topics and events
- Reports on local training and informational sessions fellow assisted at or attended

Public Responsibility Support

- Track and report on metrics agreed upon with community; metrics proposed in the consultation process noted above
- Work to ensure all metrics fit within relevant privacy regulation
- Work with SOs/ACs to determine clear targets on needs (skills, diversity, etc) and create a targeted recruitment plan; aim to recruit fellows from constituency groups with low numbers, such as the domain name industry, as identified by SO/ACs in selection committee
- Work with Policy staff to revise metrics to assess policy development work on a regular basis
- Work with Global Stakeholder Engagement (GSE) staff to revise metrics to assess regional engagement and outreach efforts on a regular basis
- Work with Policy team to create a color-coded schedule for beneficial sessions
- Work with GSE team to create structured post-fellowship regional integration opportunities
- Develop check-in process to gauge fellows' involvement in line with metrics; publish results, ask for verification on active fellows from relevant community groups, and follow up with fellows who are not engaging; ask that each community group appoint a fellowship liaison to verify accounts of active fellows and to follow up with fellows who are having trouble integrating
- Revise program materials and budget to adjust perception of program as a travel support scheme

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Implementation Timeline



The changes agreed upon by the community will go into effect about six months or two ICANN meetings from the time next steps are agreed upon. Due to the current design of the program, applications are solicited six months in advance of the meeting date; this allows enough time to review applications and process the necessary travel steps. For example, if changes are agreed upon in July/August 2018, an additional one to two months shall be built into the plan to execute the changes (finalize selection criteria, selection of committee members, etc). Based on this timeframe, changes to the Fellowship Program would apply to the ICANN65 cohort.