



SDP-CTE Fellowship Recommendation Form Instructions (Fall 2020 - Fall 2021)

Description

This form is for institutions of higher education that are seeking to recommend a current employee for the Strategic Data Project – Career and Technical Education Fellowship (SDP-CTE), sponsored by the ECMC Foundation (ECMCF), through the Center for Education Policy Research at Harvard University.

Overview

The Strategic Data Project Fellowship develops and trains talented data strategists to take on a high impact data or analytic project that is aligned with institutional need. Accepted fellows will develop leadership and technical skills in data exploration and visualization, and receive ongoing support, training, and mentoring from online sessions, SDP staff at CEPR, and world-class Faculty Advisors. To support their work, fellows are expected to attend four workshops and to set aside the necessary time to answer their selected analytic question. (Workshops will be delivered remotely until it is safe to travel.)

The inaugural cohort of the SDP-CTE fellowship is for current employees working within institutions of higher education that are seeking to strengthen their use of data to support post-secondary CTE labor market and student success outcomes. **We encourage institutions to submit fellow letters of recommendation for two individuals from their organization.**

We are specifically looking for individuals who:

- 1) Work with data and strategy as a core function of their role
- 2) Are committed to remaining with the institution for at least the duration of the fellowship
- 3) Have growth potential within their current organization and are committed to remaining with the organization for at least the duration of the fellowship

As part of their fellowship experience, all fellows will pursue a strategic data question, identified in collaboration with their institution's leadership. For this first cohort of the SDP-CTE fellowship, we will support fellows in exploring analytic questions related to:

1. **Labor Market Outcomes:** Using data to strengthen student labor market outcomes—including apprenticeship placement, employment, and earnings
2. **Student Success:** Using data to increase student success—including pathway completion, credential attainment, and student transfer

The early deadline to complete the Fellow Recommendation Form and submit the SDP-CTE application for consideration of the fellowship award is August 31, 2020. The regular deadline is September 17, 2020. Applications will be reviewed on a rolling basis leading up to these deadlines. We encourage completing this form in advance of the early and regular deadlines. Please note that fellow selection is a competitive process. The completion of the letter of recommendation does not guarantee the applicant's admission into the program.

For additional questions, please email sdp@gse.harvard.edu.

Overview of Application Process

The application stages include:

1. **Online application from the prospective fellows**, complete with the uploaded submission of this letter of recommendation.
2. **Post-application interview call** with the SDP Outreach Team, IHE leadership (a senior leader and/or the fellow's sponsor), and the prospective fellow, to discuss your IHE's goals and investment in generating insights about CTE programs to make improvements in the interest of student success. This call will also provide the SDP-CTE team additional insight into each fellow's interest in the program, the work that they are currently engaged in, and how this strategic data project will fit into their scope of work more broadly. We will reach out to schedule this call following your submission of the application.
3. **Program MOU signed by your IHE and CEPR**, upon selection. All institutions hosting SDP ECMCF fellows will be asked to sign an MOU outlining the details of program participation. There is no cost for participation in the program.
If you have any questions about this application, please email sdp@gse.harvard.edu.

We ask that you answer the questions below so that we may understand your commitment to supporting the work the SDP ECMCF Fellow will undertake, and your goals for partnering with the Strategic Data Project. Please answer the following questions.

Who do you recommend for the fellowship?

Name:

Role:

Why do you recommend this individual? Please describe their current role, technical skills, and leadership potential.

Describe your goals for partnering with SDP to improve or further the use of data and analysis to support decision-making. What questions do you hope to answer about your institution's postsecondary CTE programs and students? How do you plan to use this information to improve program decisions or postsecondary CTE student success?

What data will you need to answer the above questions? Do you currently have access to this data?

By completing this form, you are acknowledging that the applicant, if accepted into the program, will execute a strategic data project related to postsecondary career and technical education of interest to your institution and will attend four workshops during the fellowship year (Fall 2020-Fall 2021). Participation in the workshops are free of charge, including travel to and from workshops and room and board. By completing this form, you also acknowledge that your institution will execute a memorandum of understanding with Harvard's Center for Education Policy Research, acknowledging this partnership.

Name

Role

Institution Name

Signature