Memorandum

To: The Dalhousie University community
From: Teri Balser, Provost and Vice-President Academic
Date: April 9, 2019
Re: Call for expressions of interest: Inaugural Provost Fellows

Overview of opportunity
Dalhousie faculty members are invited to submit expressions of interest for consideration as inaugural Provost Fellows. Fellows will work with the Provost and relevant members of the senior leadership to develop and implement a project intended to advance a university priority area, such as (but not necessarily limited to): improving the graduate student experience; equity, diversity and inclusivity (EDI) across the curriculum/creating inclusive classrooms; creating a welcoming and inclusive Dal; and improving faculty-staff well-being. Other ideas "as proposed by potential Fellows are also welcome. In addition, Fellows will propose a career development plan, and engage in professional learning with members of senior leadership and the Fellows cohort. Fellows will have the opportunity to complete the new Academic Leadership Certificate if they have not already done so. This is an opportunity for hands-on experience in university leadership, and to make a difference for our students, faculty, and staff.

Purpose
The Provost Fellow program is intended to provide an opportunity for mid-career faculty and instructors interested in exploring leadership at the university level, and building a portfolio with outcomes in an area of interest to them

Details
• Timeframe: 2-3 years (depending on project plan)
• Commitment: 0.2 FTE / year
• Remuneration: time buyout arranged in consultation with Dean, and Fellow stipend ($5,000 per annum)
• Expected cohort size: 2-3 Fellows to be chosen for 2019 cohort, 1-2 in 2020, and 1-2 in future years pending funds availability and successful review of Program

How to apply
By May 10, 2019, submit the following to provost@dal.ca:

1. Cover letter that addresses the following questions:
   • What is your interest in the Provost Fellow Program, and what do you hope to get out of participating?
   • What skills and experience do you bring to the program that benefit Dal and the Fellows cohort?
   • What is the priority area that interests you, and why? What are your initial thoughts or ideas for a university-level project?
   • Other? (Anything else you think the selection committee should know)

2. Short CV (4-6 pages) that highlights information relevant to this opportunity
**Eligibility**

The Fellows program is intended for mid-career faculty and instructors interested in future university leadership. Note: Faculty from designated groups are encouraged to apply. Please advise in your submission if we have your consent to access and consider your self-identification information on record to aid us in our decision process.

**Selection**

Fellows will be selected by a panel consisting of Provost (Chair), and a representative from each strategic area. The goal is to have as diverse a cohort as possible addressing university priorities. Selection criteria include:

- Career stage
- Designated group status (preference will be given to candidates who self-identify with equity seeking groups under the Dalhousie Employment Equity Policy)
- Area of interest / alignment to highest priority need

*Note: for 2019 the areas of highest priority are: improving the graduate student experience; EDI across the curriculum/creating inclusive classrooms; creating a welcoming and inclusive Dal; and improving faculty-staff well-being.*

- Statement of interest / rationale for participation (i.e. cover letter that addresses the questions above)

**Timeline/Deadline**

- Call for expressions of interest: Week of April 7, 2019
- Deadline for submission: May 10, 2019
- Selection: mid-May, 2019
- Develop / finalize personal and project development plan for Fellowship in consultation with Provost and relevant senior leaders: Summer/early Fall 2019
- Implement project (develop, test, revise, evaluate, scale): January 2020-Fall 2021

**Want to know more?**

Please direct queries to provost@dal.ca.

Sincerely,

Teri Balser

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**Teri Balser**

Provost and Vice President Academic
Dalhousie University

*Dalhousie University sits on the traditional territory of the Mi'kmaq.*