

TOW POLICY ADVOCACY FELLOWSHIP

Information and Application for Host Sites



THE TOW FOUNDATION

JOHN JAY COLLEGE
INSTITUTE FOR JUSTICE
AND OPPORTUNITY

CU
NY

TOW POLICY ADVOCACY FELLOWSHIP

PROGRAM OVERVIEW

The Tow Policy Advocacy Fellowship (TPAF) is an opportunity for advocacy-focused nonprofit organizations to host carefully selected John Jay College graduate students for part-time internships. For an academic year (September – May), Tow Fellows commit at least two days a week to conducting research, organizing lobby days, tracking legislation, and otherwise working to support their host sites' advocacy agendas.

Help us grow the next generation of fierce policy advocates, change makers, and social justice leaders.



“As a small organization, we have benefited greatly by having a Tow Fellow who serves as a member of the policy staff. It has been useful to have an additional staffer to conduct background re-search for advocacy meetings, track our legislation, and represent the organization in meetings.”

—Prior Tow Fellowship supervisor

WHY BECOME A HOST SITE?

Organizational support

Tow Fellows bring their commitment and passion to energize host sites' policy advocacy agendas, expanding organizational capacity.

Leadership potential

Host sites have the opportunity to develop advocacy skills and leadership among talented graduate students, shaping the next generation of leaders in public policy.

Support and consultation

Host sites receive dedicated support from the Institute for Justice and Opportunity's Fellowship team throughout the placement period.

Commitment

Our competitive application process yields an exceptional cohort each year. Fellows are driven and enthusiastic contributors to host sites' operations.

Tow Fellows each spend over **400** hours at their host sites throughout the placement period.

Plus, you're in good company! Some past host sites include:

Bronx Defenders | Children's Defense Fund | Citizens Budget Commission
College & Community Fellowship | Correctional Association of New York |
Drug Policy Alliance | Fortune Society
MFY Legal Services Three-Quarter House Tenant Organizing Project
National Network for Safe Communities | Supportive Housing Network of New York
Urban Justice Center | Osborne Association | Vera Institute of Justice

HOST SITE BASICS

Hosting a Tow Fellow

Fellows commit 14 hours per week of service time to their placement sites during the fall and spring semesters. During the John Jay College winter break (late December to late January), Fellows are expected to contribute 70 hours (total) at their host sites, although the schedule can be negotiated between the Fellow and the host site supervisor. Students are not expected to provide service to their sites during John Jay College's spring break or when sites are closed for holidays.

Previous Fellows have contributed to host sites' policy agendas by:

- Conducting outreach to and organizing constituents
- Developing advocacy materials
- Researching and tracking the legislative landscape for particular bills
- Assisting with coalition-building
- Planning and executing events
- Carrying out research and analysis
- Meeting with lawmakers and other stakeholders

Eligibility

TPAF host sites address a variety of social and criminal justice issues. While they are diverse in size, scope, and approach, all are engaged in cutting-edge policy advocacy work. The ideal host site is interested in making a unique contribution to the long-term vitality of policy advocacy. Ideal host sites provide stimulating placements with good supervision and mentoring, participate in shared experiences with the TPAF cohort, advise us on professional development opportunities for Fellows, and maintain communication with us about the process and content of the program.

More specifically, TPAF host sites should have:

- An active and engaging policy advocacy agenda
- Ability to make good use of the Tow Fellow's 14 hours/week
- Ability to expose the Tow Fellow to a wide array of aspects related to policy advocacy
- Capacity to offer supportive and constructively critical supervision
- Access to a wider network of allied organizations
- Demonstrated success in effecting policy change

HOST SITE BASICS, continued

Supervision requirements

Host site supervisors are integral to the Tow Policy Advocacy Fellowship. Supervisors work directly with Tow Fellows, guiding the Fellowship experience, mentoring Fellows, immersing Fellows in the world of policy advocacy, and providing constructive feedback and criticism.

Host site supervisors benefit from the feedback and insight of prior host site supervisors during information sharing sessions.

First-time supervisors are required to attend an orientation for host site supervisors in the fall of 2020; the orientation is optional for returning supervisors.

The purpose of the orientation is to provide supervisors of Tow Fellows with information they will need to maximize the effectiveness of the Tow Fellowship for their projects, organizations, and Fellows. Specifically, Tow Fellowship supervisors will:

- Learn about the background and goals of the Fellowship
- Understand their role as a supervisor of a Tow Fellow
- Learn about what they can expect from their Fellows and PRI's Fellowship Initiative team
- Get answers to their questions about the Fellowship

Important Dates

AUGUST 17-21, 2020 Fellows' orientation

AUGUST 19, 2020 Host site applications due

AUGUST 28, 2020 "Matching Event"

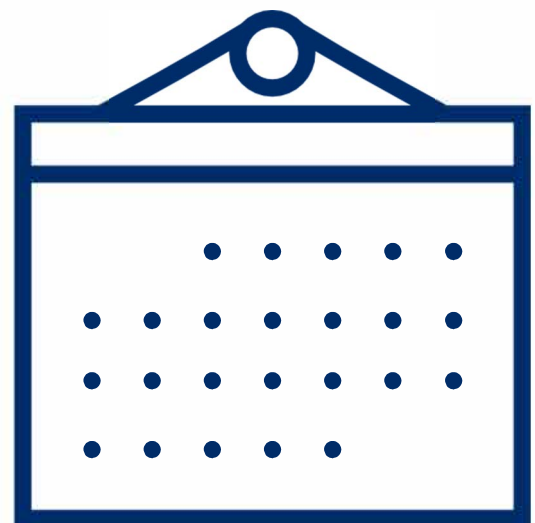
AUGUST 31, 2020 Matches confirmed

AUGUST 19, 2020 Matches announced

SEPTEMBER 9, 2020 Supervisors' Orientation

SEPTEMBER 14, 2020 Fall placement begins

Please note dates are subject to change due to COVID-19.



APPLICATION PROCESS

If you would like to join us in training the next generation of policy advocates and believe that your organization could benefit from hosting a Tow Fellow, please apply by:

Monday, August 19, 2020

Have you already hosted a Tow Fellow?

Welcome back! Our application process has changed slightly. Please visit the website below to submit your updated application.

Applying to host a Tow Fellow for the first time?

If this is your first time applying to become a TPAF host site, please see the application on our website and supply the requested information and documents.

To access the online application, please visit:

www.justiceandopportunity.org/host-a-tow-fellow

For more information about the Tow Policy Advocacy Fellowship, please contact Christina Waler, Program Coordinator, at chwalker@jjay.cuny.edu or 646.557.4534.