

**Contract Position**

**Pacific Council on International Policy: Global Cities Fellow**

Position title:	Global Cities Fellow
FLSA status:	Independent Contractor / 1099
Reports to:	Associate Managing Director, Communications and Events
Project term:	July 2021 - January 2022
Compensation:	\$30,000

The Pacific Council on International Policy seeks a contract fellow to contribute to its Global Cities U.A.E. Program. This summer, the Council will launch a short-term program to develop opportunities for city partnerships on sustainability issues between Los Angeles, Abu Dhabi, and Dubai on public health, water scarcity, and food security. The Global Cities U.A.E. Fellow will be tasked with developing and facilitating a series of high-level virtual roundtables, publishing thought pieces on opportunities for Los Angeles-U.A.E collaboration, and conducting independent research on future city-to-city collaboration over the course of 6 months.

The Global Cities Fellowship Program advocates for city diplomacy in the public sphere, develops Los Angeles' role as a leader on international issues, and forges strong ties between Angelenos and their counterparts in international cities. Global Cities U.A.E. is a pilot effort that explicitly promotes relations between Los Angeles, Dubai, and Abu Dhabi in the United Arab Emirates.

**ELIGIBILITY**

- 5-10 years of experience specializing (academically or professionally) in public diplomacy, city leadership, or a related field.
- Strong, demonstrable facilitation skills.
- Comfortable with multimedia tools and management (podcast production experience a plus).
- Knowledge of Los Angeles' business landscape and Middle East expertise, and experience with sustainability issues are strongly desired.
- Familiarity with the work of the Pacific Council is a plus.

**DELIVERABLES\***

1. Develop and facilitate a series of 3 virtual roundtables composed of high-level Pacific Council and U.A.E. stakeholders who will discuss the future of city leadership on issues of sustainability + climate change, food + water security, and post-pandemic recovery + emergency preparedness. Publish roundtable findings in *Pacific Council Magazine*.
2. Write four op-ed articles for the *Pacific Council Magazine* on relevant themes for participating cities; publish 1-2 articles in outside media outlets.
3. Produce 3 publicly-facing webcast events with relevant speakers from Los Angeles and U.A.E.
4. Produce a limited Global Cities series for the Pacific Council's podcast.
5. Submit a 5,000 word memo containing policy recommendations on future partnership opportunities between Los Angeles, Abu Dhabi, and Dubai.

**MILESTONES\***

Month 1 July	Facilitate 1 virtual roundtable Draft and publish findings from roundtable in <i>Pacific Council Magazine</i> Write and publish OpEd article on relevant topic
Months 2-3 August / Sept	Facilitate 2 virtual roundtables Draft and publish findings from roundtables in <i>Pacific Council Magazine</i> Write and publish OpEd article(s) on relevant topic Conduct independent research for policy memo Produce 1 publicly-facing webcast event
Months 3-4 Oct / Nov	Produce 2 public facing webcast event Write and publish OpEd article(s) on relevant topic Begin drafting policy memo Produce limited series podcast on relevant topic
Months 5-6 Dec / Jan	Produce one webcast Write and publish OpEd article Finalize and publish policy memo

*\*deliverables and milestones subject to change based on partner and project needs, in consultation with Associate Managing Director, Communications and Events*

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While no one person will embody all the qualities enumerated above, the ideal candidate will possess many of those professional abilities, attributes, and experiences.

Due to the pace of this search, candidates are strongly encouraged to apply as soon as possible.

In all our practices, the Pacific Council has stated intention or policy ([pacificcouncil.org/inclusivity](http://pacificcouncil.org/inclusivity)) of seeking out and including people who might otherwise be excluded or non-traditional.

**INTEREST**

Send your resume, a writing sample on a relevant topic (no more than 800 words), and a brief message about your qualifications to [hr@pacificcouncil.org](mailto:hr@pacificcouncil.org) using the subject line “Global Cities Fellowship.” No phone calls, please.