

To apply for a GPE Fellow position: Submit an updated resume and cover letter to gsasprofessionaldevelopment@yale.edu with the subject header “[Name of Fellow position]” by July 7, 2023.

Strategic Data Fellow at [Office for Postdoctoral Affairs](#)

Graduate Professional Experience Host Office Description

The [Office for Postdoctoral Affairs](#) (OPA) supports approximately 1900 postdoctoral and postgraduate associates and fellows across all schools and disciplines at Yale, including the sciences, social sciences, humanities, and professional areas. We assist with the hiring/onboarding as well as creating and implementing programming to support this population in their professional development and career exploration. We are in the process of building a new, vibrant, data-informed postdoc and postgrad experience and the fellow will have the opportunity to contribute to strategic decisions to create this experience.

Host Mentor

Victoria Hallinan

Program Manager

victoria.hallinan@yale.edu

Graduate Professional Experience Fellow Responsibilities

The fellow will work closely with the OPA’s program manager, Victoria Hallinan, as well as: Erin Heckler, the Associate Provost for Postdoctoral Affairs, the leadership of the Yale Postdoctoral Association (YPA), Yale Black Postdoctoral Association (YBPA) and Yale Postgraduate Association (YPGA), to support the goal of better understanding the experiences of postdocs and postgraduates at Yale. The goal of this project is to understand the resources and programming needed to better support both these populations in their professional development, career exploration, and sense of belonging at Yale.

The fellow will help analyze surveys of all postdocs (1350) and postgrads (700) which are launching in May 2023. They will help identify next steps in terms of how to act upon the data gathered, including changes to make in our supportive programming/resources and conducting further data gathering through focus groups or smaller surveys. They will also assist in revising the Exit Survey and the creation of a database to track postdoc outcomes (i.e., what they do after they leave Yale). Additionally, they will be part of identifying other ways to gather data on the OPA’s programming and the experiences of postdocs and postgrads and strategizing how to utilize the data as part of recruiting, onboarding, and supporting postdocs and postgrads. The fellow will be encouraged to bring their perspective to weigh in on strategic decisions and consider future planning for the OPA.

Graduate Professional Experience Learning Objectives and Opportunities

This role will support the fellow in their strategic planning, critical thinking, assessment, communication, data and project management skills. They will develop an understanding of the career paths of post-degree researchers and the skills needed to succeed in those careers.

Additionally, they will have the option to present the data gathered at the Yale Postdoctoral Association's Symposium in May.

As part of this work, the fellow will have the opportunity to learn more about the fields of educational development, higher education administration, and career strategy through networking with collaborators in the Office of Career Strategy, the Poorvu Center for Teaching and Learning, the Center for Language Study English Language Program, and the Office of International Students and Scholars.

Desired Qualifications

Experience with data collection and analysis, critical thinking, planning and executing a large project or event, collaboration and communication with diverse stakeholders. The fellow will have demonstrated ability to use Yale Connect, Excel and Qualtrics or other surveying software.

Duration of position

Fall 2023 open to extension to Spring 2024