Educators as Catalysts Summer Fellowship

… a guide to summer fellowship opportunities at the DDOE for current Delaware public school teachers and specialists

Delaware’s Department of Education will be hosting a summer program – Educators as Catalysts – for exceptional Delaware educators who have a passion for education and want to gain hands-on exposure to policy work. The program has been developed specifically for current Delaware teachers and specialists (of any experience level) who seek exposure to how education policy decisions are made that impact their schools and classrooms. The program begins on Monday, June 17 and ends on Thursday, August 1. There is a $2,000 stipend for participants of this fellowship. Program fellows will work full days Monday-Thursday.

What does it mean to be an Educators as Catalysts Summer Fellow?

You will own a well-defined piece of work critical to our policy agenda for the duration of your time with the department. At the same time, you will participate in a program of discussion sessions with Delaware leaders in state government, district and school leadership, the business community, and non-profit organizations intended to develop you as a leader and push your thinking on education issues of national importance. Your seven weeks will culminate in a presentation of your work and policy recommendations to department staff and leadership.

By the end of your seven weeks you will be more informed about education policy, have formed friendships with your fellow Educators as Catalysts, and be able to speak cogently to many of the most pressing issues facing Delaware and our nation as a whole. You will have absorbed some of the tried-and-true lessons in leadership practices of Delaware’s leaders. Moreover, you will have the ongoing support and guidance of a department mentor who is eager to help you navigate the education landscape in Delaware.

We are excited about the opportunity to bring educators from the field into the department this summer to help shape policy at the state level. For our teachers and specialists, this is a chance to gain first-hand experience and deepen their knowledge in the policy field. The Summer Fellowship Program provides the Department with an opportunity to learn from their perspectives to shape policies that work best for our students, educators and community.”

- Secretary Susan Bunting, Ed.D.
Delaware Secretary of Education
Program Details at a Glance

**Program length:** The program runs for seven weeks, from Monday, June 17 to Thursday, August 1. The workweek is Monday-Thursday. Fellows will not be required to work on Wednesday, July 3 or Thursday, July 4.

**Compensation:** The stipend for the fellowship is $2,000. You will be paid upon completion of the program and deliverables. You will be responsible for costs associated with participating in the program.

**Location:** Educators as Catalysts summer fellows will primarily work out of our Dover offices, but you and your sponsor will determine the best working arrangement for your project (Wilmington office, Dover office, remotely, or combination of all three options).

**Who can apply?** Current Delaware public school teachers and specialists. Preference will be given to those teachers who earned *highly effective* ratings on their most recent summative evaluation.

**Application deadline:** Applications must be submitted by Monday, April 1.

**Notification date:** All participants will be notified by Friday, May 3.

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**How do I apply?**

Please complete the form located at [HERE](#) and send a copy of your resume to [DOEHR@doe.k12.de.us](mailto:DOEHR@doe.k12.de.us) by Monday, April 1.

**Note:** You will be prompted to provide the following:

- Personal statement (no more than 500 words) that speaks to the following:
  - What drives you to want a career in education?
  - How have you shown true leadership?
  - What do you hope to gain from the program?
- Contact details for three references
  - At least one must be a current or former supervisor
  - Cannot be members of your immediate family

Once we have reviewed your application, we will reach out to schedule an initial conversation to discuss your interests and preview potential projects. You will then be asked to interview with representatives from our team of summer sponsors who will assess whether your skills and interests are a match for a particular project. Interviews will take place in person in our Dover office or via Skype.

All participants will be notified by Friday, May 3 as to whether they have been accepted into the program.
Frequently Asked Questions

What can I expect from the experience?

- Ownership of a well defined piece of work tied to a priority department project that will directly influence the direction of state policy
- Weekly discussions with education leaders from state government, district leadership, and community organizations
- A program of weekly readings and discussion materials intended to develop you as a leader and push your thinking on education issues of national importance
- Mentorship from a department staff member (your summer sponsor) who is eager to help you navigate the education landscape in Delaware

How many program participants are there?

This is a competitive fellowship opportunity. Submission of an application does not guarantee you will be accepted into the fellowship. The number of program positions will be dependent on the number of available projects identified by summer sponsors. We want to ensure that each project closely matches the skills and interests of each program participant. The project matching process during the interviews will ultimately determine how many applicants we accept.

The description says that this is a paid fellowship but that I am responsible for costs associated with participating in the program. What costs do I need to consider?

You will not receive your $2,000 stipend until the end of your fellowship and after the completion of all associated deliverables.

We cannot reimburse you for travel expenses associated with getting to and from our offices and the mandatory guest speaker discussions. However, you and your sponsor will determine the best working arrangement for your project (Wilmington office, Dover office, remotely, or combination of all three options). To gain the most from the experience, it is recommended that you agree on a working arrangement that will allow you to spend time immersed in the work with your sponsor and other department staff.
The program indicates that guest speaker discussions are mandatory. What if I need to miss for any reason?

The weekly speaker discussions are mandatory because they are an integral part of the summer experience and a regular opportunity for you and your fellow Educators as Catalysts participants to engage with one another on the materials designed to develop your understanding of the education landscape in Delaware. If you need to miss a session for any reason you must notify the program coordinators in advance. The session dates and times will be announced prior to the start of the program. If you miss more than two guest speaker sessions for any reason you may be removed from the program.

What projects have fellows worked on in the past?
Fellows have worked on a wide variety of projects in workgroups across the department. Some of the past project topics have included:

- Educator compensation reform
- School accountability
- Rethinking Delaware’s teacher licensure revocation and suspension process
- Building a statewide tool for Delaware Content Standard resources
- Designing information systems of the future
- Promoting professional learning standards
- Designing the state education agency of the future
- Identifying Delaware’s “Beating the Odds” schools
- Supporting the creation of a “Goal-Setting Suite” for Measure B assessments

See the next page for a sample past project description.

What is the profile of past fellows?
In the past, fellows have been current teachers in Delaware with a desire to use their summer to learn more about education policy and contribute to a key project before returning to the classroom in the fall. We are looking for exceptional teachers who have a demonstrated ability to perform, a desire to grow and learn, and a passion for education.

See the last page of this document for a spotlight on a past fellow.

Who can I contact if I have additional questions?
Contact the DDOE Human Resource Office at 302-735-4030 or DOEHR@doe.k12.de.us.
**Sample Past Project: Comprehensive Induction Program Ethics Course Implementation**

Supporting Delaware’s newest educators is essential to ensuring all of Delaware’s students receive a quality education and are college and/or career ready. By providing comprehensive support to our newest educators, the Delaware Department of Education, school districts, and charter schools can work together towards increasing educator retention rates; improving professional practices of both new and veteran educators, and most importantly, having positive effects on student achievement. The purpose of the Comprehensive Induction Program is to provide new educators with the support necessary to become familiar with school and district policies, hone their professional skills, help them evaluate and reflect on their own professional performance and develop an individualized growth plan to improve their effectiveness.

**You will lead the work that helps us:**
The Comprehensive Induction Program includes a requirement for all educators new to the profession and new to the State of Delaware to take and pass an online ethics course developed by Educational Testing Service (ETS). For this project, the fellow will work collaboratively with Educational Testing Services (ETS) to develop a strategic and implementation plan for the incorporation of ETS’s ProEthica course into Delaware’s Comprehensive Induction Program for Novice Educators. Throughout the school year, we (DDOE and ETS) will be offering 3 in-person workshops and 4 webinar sessions designed to help LEAs plan and deliver their own local PD sessions that are aligned to the various modules that comprise ProEthica.

**Measurable outcomes and deliverables associated with this project:**
For this project, the fellow will work collaboratively with Educational Testing Services (ETS) to develop a strategic and implementation plan for the incorporation of ETS’s ProEthica course into Delaware’s Comprehensive Induction Program for Novice Educators.

**Summer sponsor:**  *Education Associate, Induction and Mentoring*
**Sample Past Project:** Common Core Math Analysis and Supports for English Language Learners

With the continued increase in English Learner populations in Delaware and the growth of immersion programs across the state, Delaware educators are faced with the challenge of ensuring all language learners develop high levels of academic achievement. This project will provide the Language Acquisition Workgroup with deep insight into the language demands of Common Core Mathematics. The research conducted by the fellow will become the foundation for the development of professional learning modules for educators who work with language learners.

**You will lead the work that helps us:**
The fellow will work directly with the Field Agent for English Language Learners and other members of the Language Acquisition workgroup to develop resources which will have the potential to ultimately improve outcomes for language learners in mathematics. The fellow will interact with leaders from multiple workgroups and apply Delaware’s Professional Learning Standards to their work. S/he will approach their work through the lens of the linguistic demands of math. During his/her seven-week fellowship, s/he will review current DOE math resources, analyze the language demands of the Common Core Math Standards by domain, and review Smarter Math Assessment question stems. His/her work will culminate in the creation of a Schoology module template that will be used to provide professional learning opportunities for Delaware educators in the area of supporting language learners in math instruction.

**Measurable outcomes and deliverables associated with this project:**
1. A list of current DOE math resources and ways in which educators can leverage them to support language learners
2. Summary documents for each domain of the Common Core Math standards which identify the essential language students need to achieve success with the content
3. Grade-specific high-frequency phrase lists based on language used in the Smarter Math Assessment question stems
4. A Schoology Module template to provide a framework for ongoing professional learning in the area of mathematics and the needs of language learners

**Summer sponsor:** Field Agent, English Language Learners
**Past EAC Fellow Spotlight: Chantalle Ashford**

**Project:** Strategies to Increase the Diversity of Delaware’s Educator Workforce

**Sponsor:** Education Associate, Recruitment/Selection & Talent Strategy

**Education:** BA in Psychology and Africana Studies from the College of William and Mary; MA of Teaching, English from Relay Graduate School of Education (in progress)

**Current Position:** Chorus, ELA, and Special Education Teacher at Indian River High School in the Indian River School District

**How EAC Impacted Chantalle:** “The Educators as Catalysts program has made huge impact on me as an educator. I absolutely enjoyed meeting many of the education policy makers in the state as well as being able to influence that policy with my voice and the project I worked on. I have made a vow to stay abreast of policy at the state level and continue to stay involved, because ultimately these policies affect both me and my students.”

**Chantalle’s Relationship with Her Summer Sponsor:** “I especially benefited from working with my sponsor. She was very supportive in guiding me in my project as well as connecting me with policy makers and other influential people in education. I plan to remain in touch with her as I return to school this fall.”

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**Past EAC Fellow Spotlight: Sarah Sacksteder**

**Project:** Professional Standards Board Regulation Database

**Sponsor:** Executive Director, Professional Standards Board

**Education:** BA in Social Studies Secondary Education from Ohio Northern University

**Current Position:** Social Studies and Special Education Teacher at POLYTECH High School in the POLYTECH School District

**How EAC Impacted Sarah:** “The EAC Summer Fellowship was an amazing experience. Being able to see how the DDOE and policy makers work together was very eye opening. The seminars were informative and interactive, focusing on building your strengths not just in the classroom, but in education in Delaware. I was able to meet and interact with multiple people within the department and all were very welcoming and appreciative of the work all thirty-one fellows worked to accomplish over the seven weeks. I highly recommend this program to any educator within the state of Delaware. I plan using information I learned in the fellowship to strengthen myself as a teacher, but also as an informed educator in the state of Delaware.”

**Sarah’s Relationship with Her Summer Sponsor:** “My sponsor was great! (My sponsor) introduced me multiple people within the department and also the Profession Standards Board. I had very clear expectations and contacts for when I needed additional guidance. I had support not only from Chris, but from his administrative assistant and the DDOE lawyer.”