



## **UN – Portugal Digital Fellowship**

# **Capacity Building Programme on Digital Innovation and Transformation**

Guidelines for the Selection of Fellows

July 2024



## **UNITED NATIONS - PORTUGAL DIGITAL FELLOWSHIP Capacity Building Programme on Digital Innovation and Transformation**

### Guidelines for the Selection of Fellows

#### **I. Objectives**

The purpose of the United Nations - Portugal Digital Fellowship Programme is to:

- Provide high-level digital policy officials from UN Member States classified under UNCTAD's classification of economies as developing economies with access to a capacity-building programme tailored to the needs of decision-makers, as well as empower a new generation of leaders with the knowledge and skills to address pressing digital-related issues.
- Build capacity in developing countries with the view to assisting in the driving of innovative solutions to foster digital transformation, economic growth and equity.
- Equip participants with further expertise to be an effective digital policy decision-maker at the national and international level via a unique inter-disciplinary curriculum integrating the key domains of digital innovation and transformation.
- Facilitate international cooperation and information sharing on digital-related issues by providing a platform for national high-level officials to network and build relationships with their foreign counterparts, leveraging the expertise of both Portuguese and international experts.
- Support the achievement of the United Nations Sustainable Development Goals.

#### **II. Number of Fellowships**

Up to a maximum of 25 (twenty-five) Digital Fellowships will be awarded per year. For each in-person participant, virtual access will be given to 5 further capital-based officials.

#### **III. Qualifications**

The desired qualifications of nominees include:

- The UN-Portugal Digital Fellowship is intended for high-level officials, namely heads/deputy heads of national agencies overseeing and responsible for digital policy and/or their equivalents holding decision-making responsibility in the areas of digital policy, innovation and transformation.



- Candidates should have demonstrable experience in digital policymaking and governance for their respective national authorities. Candidates should be currently employed in the service of their respective Governments with plans to stay in the related role for the foreseeable future.
- Candidates must have a good working knowledge of English as the Fellowship will be conducted only in this language.
- The nomination of women candidates is highly encouraged with a view to achieving the equal, full, inclusive, and effective gender participation. The United Nations prioritises the equal participation of women and men in all its sponsored activities, including this Fellowship.
- **Priority will be given to Landlocked Developing Countries (LLDCs) and Least Developed Countries (LDCs),** considering an equitable geographic distribution.

#### **IV. Procedure for Submission of Nominations**

To nominate a candidate to participate in the Fellowship Programme, two documents are required and should be sent by email to [digitalfellowship@mne.pt](mailto:digitalfellowship@mne.pt).

- 1) An official communication (i.e., Note Verbale) from the respective Permanent Mission to the United Nations in New York listing all nominations from the Member State (if more than one nomination is made, these should be ranked by order of priority).
- 2) A nomination form (as contained in Annex III) must be submitted for each individual candidate.

#### **V. Deadline for Nominations**

All nominations must be received by 30 August 2024. Nominations received after this date will not be considered.

#### **VI. Dates and duration of Programme**

The first seminar will take place from 4 – 8 November 2024, spanning a total of 5 (five) days (excludes travel time to and from Portugal). Participants are required to attend the whole duration of the Fellowship as the sessions will build on each other.

Participants will be provided with a sponsorship package to cover travel to/from the location of the Fellowship, hotel accommodation, official lunches and coffee breaks planned as part of the programme, as well as other subsistence costs. Further details will be communicated upon selection.