Common Question Job Posting:
Program Fellow

Since the 2019-20 academic year, Hopkins Common Question has posed one big question to the Hopkins community, curates a set of relevant sources, and creates spaces for conversation.

In 2022-23, the question for undergraduates in Krieger, Whiting, & Peabody will be What is democracy? The CQ team (faculty co-directors and the executive director of Center for Student Success) seeks a creative, analytical, media-savvy, and thoughtful program coordinator to delve into the CQ core sources and their possibilities for student engagement; spot connections and co-programming opportunities at Homewood and Peabody (e.g., SNF Agora talks, Hopkins Votes); and build and sustain a multi-faceted, flexible communication strategy.

The dates of employment are 8/15/22-6/15-23. We expect that in the fall semester and during Intersession, the role will require approximately 10 hrs/week, with some weeks heavier and others a little lighter. In the spring semester, the role will require 5-10 hrs/week. The pay is $21-23/hr. The program coordinator reports to one of the faculty co-directors. CQ roosts in the Center for Student Success.

Key responsibilities

● Collaborate with the rest of the CQ team to bring our chosen sources to the community and launch vibrant, open discussions of What is democracy?
● Build multi-faceted, flexible communication strategy
● Represent CQ in preparing for and implementing Democracy Day
● Coordinate with campus offices and student groups relevant to this year’s question

● Propose, discuss, and sustain a thoughtful social media strategy (Instagram focused on undergraduates, Twitter on faculty, staff, & alums)
● Investigate and activate modes of communication among/for undergrads at both Homewood and Peabody campuses
● Keep CQ website up to date
● Attend, photograph, quote from CQ-related events for social media
● Participate in weekly CQ team meetings as needed
● Create Year in Review report
Required qualifications

- Bachelor’s degree
- Clear, engaging writer
- Facility with textual analysis
- Facility and grace on social media
- Commitment to undergraduate learning and community-building; interest in learning the nuances and mechanics of the Hopkins undergraduate experience, especially the first year
- Knowledge of campus & student life
- Comfort with Microsoft Office and WordPress

Preferred qualifications

- Experience as an instructor or TA in undergraduate courses
- Experience with B’more Intersession courses, service learning, and/or community work in Baltimore
- Familiarity with Adobe programs (Acrobat, InDesign, Photoshop)

Questions? Ready to apply? Curious about the light bulbs?

- Email Anne-Elizabeth Brodsky: aembrodsky@jhu.edu
- Apply on JHU Smile: job #12582
- Spencer Finch, Moon Dust