

## How to Apply for Teaching Fellowships

Applications are due the Friday before spring break. (A reminder to grad students: please see your adviser before applying.) Please include in your application:

- Cover letter describing your background as a teacher and writer
  - For postdocs only: Your cover letter should also articulate your interest and preferences regarding tutoring/service/a supplemental project (See “Position Descriptions” document for more information.)
- Curriculum vitae
- Proposal for a *Reintroduction to Writing* course
- Writing sample (no more than 5–7 pages; excerpts are fine)

Please send your application to [uwp@jhu.edu](mailto:uwp@jhu.edu).

### Helpful tips for your application:

- Please review the Position Descriptions document before applying.
- Remember, you are applying for a teaching fellowship. You should therefore foreground your teaching rather than research in your application. If you have taken part in a CTEI workshop, highlight that! Do you have other teaching training or pedagogy workshops in your background? Let us know!
- Your course proposal should be for a *Reintroduction to Writing* course. Please see examples of course descriptions [here](#) and the general description and learning outcomes of this course [here](#).
- For postdoc applicants: Note that your plans with respect to tutoring/service/a supplemental project may change, and we are not expecting a well-worked out proposal in your application. Rather, we want to know where your interests lie.

### Hiring Process

While there may be small adjustments to the timeline from year to year, applicants can expect the following to happen on (or around) these dates:

- March 15 (or the Friday before spring break): Applications for new fellows are due.
- March 28: Returning applicants should write to UWP leadership (Director, Associate Director, and TF Coordinator) by this date.
- Early April: Selected applicants will be invited to interview.<sup>1</sup>
- Late April: Initial hiring decisions are announced.<sup>2</sup>
- May 1: New teaching fellows accept offers.

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<sup>1</sup> Note: It sometimes happens that more fellowships become available at a later date. Therefore, if you have applied and not heard back from us by early April, there is a chance that you will be called in for a second round of interviews.

<sup>2</sup> Note: For the same reasons given in the previous note, it is sometimes the case that a second round of offers will be made after this date.

- July 1: Postdoc salary and benefits take effect.
- August: Fall semester starts. Postdocs will be asked to meet with the TF Coordinator during the week before classes start.
- June 30: postdoc salary and benefits for the fellowship year end.

### Questions?

Your first point of contact is the TF Coordinator, Sandy Koullas: [skoll1@jhu.edu](mailto:skoll1@jhu.edu).