

Emory Writing Center Graduate Fellowship Guidelines **for the 2021-2022 Fellowship Year**

Applications due: November 16, 2020

Information Session:

Friday, November 6, 10:00am – 10:45 AM EST (VIA ZOOM)

*Please email writingcenter@emory.edu to register and request the Zoom meeting information.

With joint funding from the Laney Graduate School and the Dean's Office of Emory College, the Emory Writing Center (EWC) will award up to three graduate fellowships in 2021-2022 to advanced graduate students who expect to complete their dissertations by the end of the fellowship period. EWC Fellows will work 15 hours per week in the Writing Center from mid-August through mid-May. The fellows receive a stipend for 9 months (September 2021-May 2022) along with a 100% subsidy for the Emory University Student Health Insurance Plan (EUSHIP). The stipend amount will be \$23,831, paid over 9-months (September 2021-May 2022), and the EUSHIP subsidy currently costs \$3,816.

Fellows' responsibilities include tutoring in the Emory Writing Center; mentoring undergraduate peer tutors; conducting training sessions, staff meetings, and writing workshops; participating in community partnerships; identifying and designing writing resources; and promoting the EWC. Fellows will also have opportunities to participate in research projects, attend professional conferences, and contribute to initiatives of the larger Emory Writing Program. The EWC will give special consideration to fellowship candidates who have professional experiences with or active interests in working in writing centers, teaching writing (including within specific disciplines), supporting multilingual students, and engaging in anti-racism, equity, and inclusion work. Visit our website, <http://writingcenter.emory.edu>, to learn more about our mission.

Apart from duties in the Emory Writing Center, fellows are expected to devote full-time to work on their dissertations and should not be otherwise employed while holding an EWC Fellowship. The EWC Fellowship offers a unique opportunity to develop teaching, research, and administrative skills relevant for supporting writers and writing instruction at all levels and across a wide variety of disciplines.

Eligibility:

To be considered for the fellowship, applicants must:

- be full time students in a doctoral program, in good standing;
- be in candidacy at the time of application;
- be in their 5th - 7th year of graduate study at the time of application; preference will be given to students in their 5th or 6th year who show that they are likely to complete their dissertation during the fellowship year
- not previously have held an Emory completion fellowship; and
- be available for an in-person or video conference interview in **late November or early December.**

Application Procedure

Upload the application materials to ADMIT no later than November 16, 2020.

Application Materials

1. **A cover letter (uploaded as statement of purpose) addressing the following three subjects:** (1) your long-term career goals and how this experience would enhance your professional development; (2) your experiences relevant to writing center work (such as teaching, tutoring, multilingual student support, anti-racism work, community partnerships, pedagogical research, administrative work, and public writing); and (3) what you could contribute to the Emory Writing Center.
2. **A current curriculum vitae**
3. **A statement of teaching philosophy**
4. **Your Emory transcript** (an unofficial transcript issued to the student is acceptable)
5. **A dissertation chapter**
6. **A dissertation completion timeline**, including the proposed table of contents
7. **An abstract of your dissertation project**
8. **A faculty letter of recommendation** assessing your dissertation progress and your skills relevant for this position. The letter will be uploaded by your recommender into the ADMIT system via an email link you generate through your application. You may choose to submit an additional faculty letter of recommendation, and you will be able to track if your recommenders submitted their materials.

ADMIT Submission

All nominations and applications, including supporting materials, will be uploaded using ADMIT.

1. Go to <https://www.applyweb.com/emoryfel/index.ftl> and log in using your regular ADMIT net ID and password—or—set up an account with ADMIT first and then log in.
2. Select your fellowship from the drop down box and follow the upload fields. The application will not let you proceed until you upload all the necessary materials.
3. If you are applying for multiple fellowships, you must finish one application before you can begin another.

If you have questions about using ADMIT, please contact LGS.profdev@emory.edu. You will need to upload the nomination or application items **as PDF files**.

Selection

Fellows will be selected by a committee of faculty and staff in the Emory Writing Program on the basis of excellence in written and oral communication; breadth and depth of experience relevant to writing center work; commitment to the mission of the Emory Writing Center; and likelihood of dissertation completion by May or August 2022.

Award Notifications

Finalists will be notified in mid-December 2020.

Questions?

Contact Lex Hackney, Program Coordinator, at writingcenter@emory.edu or visit the Emory Writing Center website, <http://writingcenter.emory.edu>.