



Scholarly Inquiry and Research at Emory (SIRE) Fellowship for Graduate Students in the Humanities and Social Sciences 2017-2018 Fellowship Year Guidelines

Applications due Monday, February 13, 2017

With joint funding from the Laney Graduate School and the Dean's Office of Emory College of Arts and Sciences, Emory College's Office for Undergraduate Education will award up to 3 graduate student fellowships in 2017-2018 to advanced graduate students in the humanities and social sciences. Fellows will work about 15 hours per week in the Undergraduate Research Partner Program, an Emory College program promoting undergraduate research for students in all disciplines – including those who are new researchers (see <http://www.emory.edu/SIRE>).

The fellowship period is 12 months, August 1st 2017 through July 31th 2018. The stipend will be \$20,000 for a 12-month fellowship. In some cases, a pro-rated 10-month fellowship (August-May) may be arranged.

Fellows will be expected to work jointly during the academic year and summer session to develop and plan research skill-building workshops for students in the Research Partner Programs. The program participants may include first, second or third year students with a wide range of previous research experience (no experience to several semesters). Workshop topics generally focus on research methods, research ethics, visiting research sites or presentation of research in various settings. Some sessions will be led by graduate fellows; other workshops can be led by others on campus with special expertise. In addition, each fellow works closely with a small group of students in group and individual meetings to follow their progress and provide research support. When necessary, graduate fellows will work with students and their faculty mentors to solve problems that emerge. The Summer Research Partner program involves undergraduate students in residence on campus working as faculty research assistants and/or on their own research projects. The graduate fellows will organize supplemental activities and workshops for these students over the summer.

Fellows will also work on their own professional development and will create (or revise and update) a teaching philosophy statement, mentoring philosophy statement, and other documents for their portfolios as needed. Fellows will work with program directors to develop and implement activities, workshops, and curricula that may be distributed, modified and published as appropriate.

Our undergraduate research programs strive for a diverse mix of participants and leaders. Graduate students who identify with underrepresented groups are especially encouraged to apply.

Eligibility

To be considered for the fellowship, students must:

1. be full time students in a doctoral program, in good standing both in the graduate school and in their program.
2. be in doctoral candidacy by the date of application.
3. be in their 7th or earlier year of graduate study at Emory
4. not have previously held an Emory completion fellowship.
5. have the support of their dissertation chairs to apply.
6. submit complete applications.

Applicants will be evaluated on the basis of their experience in research methods, interest and experience in mentoring undergraduate students involved in research, relevant coursework (if applicable), and a letter of recommendation from a faculty member familiar with the applicant's research and teaching abilities.

Electronic Application via 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 **SIRE (Scholarly Inquiry and Research at Emory) 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. You will need to upload your application items **as pdf files**.

If you have questions about using ADMIT, please contact Jay Hughes, jlhughe@emory.edu.

A **complete application** will contain **all** of the following elements:

1. Curriculum vitae;
2. Graduate School Fellowship Cover Sheet, posted on the [Laney Graduate School website](#);
3. Statement of Purpose- a cover letter outlining your dissertation project, including progress thus far and a schedule for completion, teaching experience and interests, and why you have an interest in mentoring undergraduate researchers;
4. Transcript- a registrar's copy of the Emory transcript (unofficial copy issued to the student is acceptable, but it must be in official format for ease of reading);
5. Teaching Statement/Philosophy;
6. Statement of Work/Research Skills Essay (**to be uploaded with the teaching statement as one PDF**)
 - A. Have you worked with undergraduates involved in research? Please explain the context of this involvement, and what you learned about the undergraduate research experience from your perspective. If you have not worked with undergraduate researchers, please explain how your experience will help you support undergraduate researchers in the SIRE program.
 - B. Describe (for a general scholarly audience) the research approaches and methods you use in your own work. In what other approaches and research methods do you have significant experience and feel comfortable offering instruction?

- C. Describe a workshop for new undergraduate researchers that you could lead yourself. Be sure to explain the reasons for choosing this topic and how you would engage the students during the workshop.

In addition, you will need **a faculty letter of recommendation**, indicating the full support of your dissertation chair. This letter should also assess teaching ability, identify strong research skills and experiences, and comment on scholarly promise and progress on the dissertation. ADMIT will ask you to supply your advisor's information. If your advisor is unable to comment on your teaching or mentoring skills, it may be appropriate to include a second recommender.

Supplemental Files that are not required but may be considered with your application include

1. A writing sample
2. Teaching Evaluations
3. Dissertation Outline or Table of Contents

On the Laney Graduate School website, in the same place as the fellowship cover sheet, you will find a document with advice about making pdf files. Start this process early to make sure you will be able to produce the pdf file.

Review

Applications will be reviewed by a faculty committee convened by the Laney Graduate School and Undergraduate Research Programs in the Office for Undergraduate Education.

Award Notifications

Applicants will be notified by March 31, 2017.

Questions?

Contact

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<http://www.emory.edu/SIRE>