Teaching Fellows in the Social Sciences Masters Program

Position Description

The Social Sciences Division invites applications from current and recent graduate students in the Division for a competitive two-year program designed to enhance pedagogical skills and extend research training. Teaching Fellows in the Social Sciences Masters Programs ("MA Teaching Fellows", for short) will participate in a community of practice focused on teaching, research, and professional development, with guidance and support from the Division of Social Sciences, the MA program director and staff, the Chicago Center for Teaching (CCT), and a designated faculty mentor. The starting annual salary for AY21-22 is yet to be determined.

Successful candidates will be appointed as part-time Lecturers in one of the Division's MA Programs: Master of Arts in the Social Sciences (MAPSS); Master of Arts in International Relations (IR); or Master of Arts in Computational Social Sciences (MACSS). Each Fellow will be provided with work space, library privileges, and access to placement services. Fellows must be in-residence on campus during the three quarters of the academic year.

The MA Teaching Fellows will teach one or more sections of the required core course in the respective MA program (in MAPSS, "Perspectives in Social Science Analysis;" in IR, "Perspectives on International Relations;" in MACSS, "Perspectives on Computational Analysis"); serve as preceptor for a group of 15-25 MA students throughout the academic year; and, depending on program needs, teach one standalone course aimed at MA and/or undergraduate students designed in consultation with the Division and the Teaching Fellow's affiliated department(s). Additional responsibilities include: academic and professional advising; planning and leading thesis writing workshops during the Winter and Spring quarters; participating in staff meetings and a range of social and academic program events; and participating in a structured program of professional development under the joint supervision of the Chicago Center for Teaching (CCT) and their faculty mentor. Teaching Fellows positions are part-time in order to allow Fellows time outside of work to pursue research and opportunities for career advancement.

Candidates should have demonstrated excellence in their original scholarship, as well as in teaching. During fall, winter, and spring quarters Teaching Fellows are prohibited from accepting any other on-campus employment. Any additional summer work must be pre-approved by the Provost’s Office before the start of the additional job. The terms and conditions of employment for this position are covered by a collective bargaining agreement between the Service Employees International Union (SEIU) and the University.

Qualifications

Notification and Start of Program: Successful Teaching Fellows and alternates will be notified in March 2021. The Fellow’s appointment will begin Autumn Quarter 2021 with a one-year contract that is renewable for a second year. Appointment is contingent upon successful completion of the PhD by August 6, 2021 but not before August 2, 2020.

In order to be eligible for the MA Teaching Fellows program, applicants must:
1. have earned or be on track to complete and earn the PhD within 8 years of matriculation into a PhD program of the Social Sciences Division, as confirmed by the chair of the department.

2. Candidates must graduate no later than August, 2021, and no earlier than August 2020. To meet this requirement, all departmental requirements for the PhD must be fulfilled and the dissertation filed by the university’s summer, 2021 deadline (which is Friday, August 6th.)

3. Identify a faculty sponsor who will commit to participate fully as a mentor during the program. Candidates are strongly encouraged to seek out a faculty mentor who is not the dissertation chair

Application Instructions

Applications are due **February 15, 2021 at 11:59 PM EST** and must be submitted through Interfolio at [apply.interfolio.com/81143](http://apply.interfolio.com/81143). Each application must include:

1. A short cover letter that indicates the SSD MA program(s) for which the applicant wishes to be considered,

2. A teaching statement that presents 1) the approach the candidate would take to teaching the MA core "Perspectives" course, 2) a proposal for two standalone courses that the candidates could teach that would usefully serve either the curriculum for MA or undergraduate students, the “menu” of teaching needs can be found at [https://voices.uchicago.edu/sstfcoursemenu](https://voices.uchicago.edu/sstfcoursemenu), and 3) your philosophy and approach for mentoring MA students through the full life-cycle of designing and completing an independent research project (thesis);

3. Current CV;

4. Current UChicago transcript (unofficial transcripts acceptable);

Additionally, the applicant must arrange for three reference letters, as indicated below

1. A reference letter from the Department Chair (submitted directly to Interfolio), providing a brief statement affirming that the candidate is in good standing in the doctoral program and promises to fulfill the pedagogical and intellectual aims of the Teaching Fellow program;

2. A reference letter from the doctoral advisor (submitted directly to Interfolio), providing 1) assessment of the applicant’s scholarship and teaching, including the role this fellowship will play in supporting the applicant’s qualifications for the job market; 2) confirmation of the applicant’s progress to timely completion of degree for participation in the program;

3. A reference letter from the proposed faculty mentor (submitted directly to Interfolio), providing affirmation of the faculty member’s commitment to mentoring the fellow in his or her teaching responsibilities and professional development.
Selection Process: All applications will be reviewed by the TFSS committee. The selection process will include interviews in March 2021. Those contacted for interviews may be asked to submit their dissertation in present form at that point, as well as teaching materials and a professional development plan for the two-year term of the Teaching Fellowship.