Application for Core Preceptorship

2015-2016

Contemporary Civilization

Eligibility: Graduate School of Arts and Sciences students in the humanities and social sciences must have the M.Phil. in hand by May 2015, as well as the approval of their Director of Graduate Studies or sponsor, in order to be eligible to apply for Core Preceptorships in Contemporary Civilization.

• Students currently in their 5th year of registration may apply to be Core Preceptors for their 6th year, and after successful completion of that year, are eligible for reappointment for their 7th year.
• Students currently in their 6th year may apply to be Core Preceptors for their 7th year only.
• Students currently in their 7th year or beyond are not eligible.
• Students before their 5th year of registration will be considered if they have the particular approval of their sponsor. However, after one year of teaching in the Core, such students will be expected to complete a year of dissertation writing before being eligible for reappointment to a second year of Core teaching.

Application consists of submission by the applicant of:
1) a cover letter (which should briefly indicate the extent and nature of previous teaching experience and demonstrate familiarity with the pedagogical goals of the Core Curriculum).
2) a curriculum vitae; and
3) student evaluations and statistical summaries for courses previously taught, if available.

***Please submit application materials in the order listed above, combined as one PDF or Word document. Applications should be submitted electronically to Jamie Chandler at jc3915@columbia.edu

Alternatively, you may submit an unstapled copy of the application materials to:

Contemporary Civilization Preceptor Selection Committee
1130 Amsterdam Avenue
202 Hamilton Hall, MC 2811
Columbia University
New York, NY 10027

The deadline for receipt of applications is Friday, November 7, 2014.

Please make sure your cover letter contains the following information:
1) year of registration in GSAS in 2015-2016;
2) date your M.Phil. was received or is expected;
3) the title of your dissertation and the name(s) of your dissertation sponsor(s);
4) a phone number and email address where you may be reached during the winter break;
5) the names of two referees.
In early December, applicants whose applications have advanced to the interview stage will be asked to contact their faculty referees to ask for letters of recommendations. Recommendations should be received in the Core Office by January 9, 2015. Applicants from previous years may re-apply by submitting new application materials.

**Interview:** The interviewing committee is especially interested in candidates with the following qualifications: 1) previous and effective teaching experience; 2) knowledge of the purposes and traditions of the course and thoughtful, energetic commitment to its teaching; and 3) familiarity with Columbia’s Core Curriculum as a whole.

**Appointment:** GSAS students appointed as preceptors will receive the standard GSAS fellowship plus $1,000 per year of teaching. The current GSAS fellowship is a combination of stipend and salary equal to $25,336 plus tuition, health fees, and university facilities fees. Additionally, Preceptors will receive $3,250 in summer support after each completed year of teaching in the Core.

**Timetable:**
- **November 7:** Deadline for submission of preceptor applications to 202 Hamilton Hall.
- **January 9:** Deadline for letters of recommendation
- **January 7-9:** Calls to applicants selected for interview
- **January 12-16:** Interviews **If you will be away from campus on these dates, contact the Core Office and we will do our best to schedule a Skype interview.**
- **February - March:** Departments and applicants will be informed of recruitment results.
- **April 24 (tentative):** Orientation