

**CAREER ENHANCEMENT FELLOWSHIPS**  
**FOR**  
**JUNIOR FACULTY**

*2011 Application*

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*Deadline: November 23, 2010*

Funded by

*The Andrew W. Mellon Foundation*

<http://www.mellon.org>

Administered by

*The Woodrow Wilson National Fellowship Foundation*



<http://www.woodrow.org>

WOODROW WILSON NATIONAL FELLOWSHIP FOUNDATION  
CAREER ENHANCEMENT FELLOWSHIPS FOR JUNIOR FACULTY  
*2011 Instruction Sheet*

**Deadline:** All documents must be *received by* November 23, 2010.

***Special Instructions:*** *Personal Statement and Research Plan must be double-spaced and 12-pt. font. If submitting unpublished writing sample, it must be double-spaced and 12-pt. font.*

- 1) **Official application form.** Fill out the application form in black ink or typeface. It may not be reproduced on a computer. Print legibly.
- 2) **Curriculum Vitae.** See 2011 Guidelines Statement. Please provide 7 copies.
- 3) **Personal Statement** (4 pages maximum). The statement should include: how the award will allow you to enhance your academic credentials and gain tenure, brief description of the tenure process at your institution; how the award will make a difference for you and your institution; describe your teaching philosophy and academic service experiences; and demonstrate your commitment to eradicating racial disparities and promoting cross-racial understanding and support for students on your campus. Please provide 7 copies.
- 4) **Research Plan** (3 pages maximum). Provide a detailed description of both your research plan and the role of a prospective mentor during the sabbatical year. (You do not have to know who the mentor will be at time of application). Please provide 7 copies.
- 5) **Writing Sample** (20 pages maximum). Submit a published work or an unpublished draft of scholarly work completed in the past 18 months. Do not submit a dissertation chapter or partial chapter. Please provide 7 copies.
- 6) **Two letters of recommendation.** Each letter (one to two-pages in length) should evaluate your research interests, assess the quality of your scholarship and explain how the award will benefit your tenure process. The recommendation should also mention your teaching qualifications, your service commitment, and your commitment to diversity in the campus community. ***Letters of recommendation must be mailed directly to Dr. Richard Hope or may be submitted with the application in a sealed, signed envelope.***

**Submit all application materials to:**  
Career Enhancement Fellowships  
Dr. Richard O. Hope, Vice President  
Woodrow Wilson National Fellowship Foundation  
P.O. Box 2995, Princeton, NJ 08543-2995

*Street Address (use for courier delivery): 5 Vaughn Dr., Suite 300, Princeton, NJ 08540-6313*

**CAREER ENHANCEMENT FELLOWSHIP FOR JUNIOR FACULTY**  
**2010 Guidelines for Applicant C.V.s**

When submitting a C.V., it is best to be precise in describing the state of yet-to-be published work. The term “forthcoming” may have a variety of meanings. It is most helpful, therefore, to state specifically the status of your research. Below are some useful terms for use on a C.V.:

- *In progress* (still being written, not submitted for publication yet)
- *Under review* (submitted to a journal or press)
- *Revising to resubmit* (submitted to a journal or press and returned for revision)
- *Under contract* (manuscript has been accepted by a press but may be undergoing revisions before final publication)
- *In press* (manuscript finished, submitted to a journal or press and awaiting publication)

It is also a good idea to parenthetically explain the conditions under which an article was published. It is best to state whether a text has been subject to “peer review,” is an “invited submission” or whatever term best describes its publication.

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Applicants should follow the **sample** below in preparing the Bibliography portion of the C.V.

**A. Published Work**

*Movements in Chicano Poetry: Against Myths, Against Margins,* Cambridge University Press, 1995. Book

“Chicano Cultural Discourse: Coyotes at the Border,” *American Literature*. 67 (Dec): 815-824, 1995. Article

**B. Unpublished Work**

No entries at this time.

**C. Work in Progress**

*Memories of an East Los Angeles....* Written with John Q. Jones (Under review). Book

**Woodrow Wilson National Fellowship Foundation**  
**CAREER ENHANCEMENT FELLOWSHIPS**  
**FOR JUNIOR FACULTY**  
*2011 Official Application Form*  
*Application Deadline: November 23, 2010*  
**PLEASE PRINT OR TYPE**

Name \_\_\_\_\_  
(Mr./Ms.) Last First Middle

Social Security No. \_\_\_\_\_

Home Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Personal Email: \_\_\_\_\_

**Department Appointment.** Check the appropriate box:

Humanities:

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> American or English Literature                             | <input type="checkbox"/> Art History      | <input type="checkbox"/> Classics       |
| <input type="checkbox"/> History  | <input type="checkbox"/> Musicology       | <input type="checkbox"/> Philosophy     |
| <input type="checkbox"/> Foreign Languages and Literatures (including Area Studies) | <input type="checkbox"/> Latino/a Studies |   |
| <input type="checkbox"/> African American Studies                                   | <input type="checkbox"/> Asian Studies    | <input type="checkbox"/> Gender Studies |

Social Sciences:

- |                                       |                                     |                                    |
|---------------------------------------|-------------------------------------|------------------------------------|
| <input type="checkbox"/> Anthropology | <input type="checkbox"/> Demography | <input type="checkbox"/> Sociology |
|---------------------------------------|-------------------------------------|------------------------------------|

Physical Sciences:

- |   |                                  |   |
|---|----------------------------------|---|
| <input type="checkbox"/> Earth Sciences | <input type="checkbox"/> Ecology | <input type="checkbox"/> Geology          |
| <input type="checkbox"/> Mathematics    | <input type="checkbox"/> Physics | <input type="checkbox"/> Computer Science |

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- Applicants must be in the third year of the tenure track appointment.
  - The Career Enhancement Fellowship cannot be transferred to another institution.
  - Applicants must be U.S. citizens or permanent residents (include copy of green card if a permanent resident).

Academic Title: \_\_\_\_\_

Department Address: \_\_\_\_\_

Office Phone: \_\_\_\_\_

Office Email: \_\_\_\_\_

Name of Department Chair: \_\_\_\_\_

How many years have you been teaching? \_\_\_\_\_

When will (did) you receive your tenure track reappointment? \_\_\_\_\_

Check appropriate box(es):

- |  |  |
|--|--|
| <input type="checkbox"/> African American        | <input type="checkbox"/> Asian American/Pacific Islander |
| <input type="checkbox"/> Hispanic                | <input type="checkbox"/> Native American/Native Alaskan  |
| <input type="checkbox"/> Junior Faculty (Female) | <input type="checkbox"/> Former MMUF Fellow              |
| <input type="checkbox"/> Junior Faculty (Male)   |  |

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*For additional applications, please contact:*

*Caryl Loney-McFarlane, Assistant Director  
Career Enhancement Fellowships  
Woodrow Wilson National Fellowship Foundation  
P.O. Box 2995, Princeton, NJ 08543-2995  
**careerenhance@woodrow.org***

All application materials submitted to the Woodrow Wilson National Fellowship Foundation become its sole property and will not be returned.