

Memorandum of Agreement for Collaborative Teaching Fellowship

For PhD students & Postdoctoral Fellows at Johns Hopkins University, University of Maryland, Baltimore, and the National Institute on Aging (Intramural Research Program)

The Collaborative Teaching Fellows program provides PhD students and Postdoctoral Fellows at Johns Hopkins, the University of Maryland and the National Institute on Aging (Intramural Research Program) diverse options for training and hands-on teaching experience with mentorship and coaching from teaching faculty at local host institutions. Experiences range from training workshops, guest lecturing, to lead instructor. These experiences prepare trainees for their future academic positions.

This Memorandum of Agreement describes the general terms and conditions under which the Thesis Mentor or Principal Investigator agrees the Ph.D. Degree Candidate or Post-doctoral Research Fellow can participate in the Collaborative Teaching Fellowship program. These competitive placements at local partner schools are part-time positions that may range from 4 hours/month to 15 hours/week of support from participants.

CT Fellow Home Institution (check one) University of MD-Baltimore Johns Hopkins University
 National Institute on Aging (Intramural Research Program)

Thesis Mentor/Principal Investigator Name _____
Ph.D. Candidate/Post-Doctoral Research Fellow Name _____

The above parties agree to the following terms and conditions:

- The Ph.D. Degree Candidate/Post-doctoral Research Fellow will participate as a Collaborative Teaching Fellow under the guidance and mentorship of a professor at the following host institution:
CTF Host Institution:
CTF Mentor Name:
CTF Mentor Contact Info:
- The engagement of teaching activities may include (please **check all** possible options):
 - Attend pedagogical training workshops
 - Guest Lecture
 - Help co-teach a semester long course
 - Help assist a lab section
 - Lead instructor for a semester long course
 - Lead lab instructor for a semester long course
 - Participate in teaching related activities during the work-week
 - Participate in teaching related activities during the evenings/weekend
- The Ph.D. Degree Candidate/Post-doctoral Research Fellow will participate: (**check all** possible options)
 - Remotely/Virtually
 - In-person
- The Collaborative Teaching Fellowship will take place during the following academic term(s) – choose all that apply:
 - Fall 2021
 - Spring 2022
 - Other (please specify dates): _____

Ph.D. Degree Candidate/Post-doctoral Research Fellow

I agree with the above description of the Collaborative Teaching Fellowship and agree that the collaborative teaching fellowship will not pose a conflict of commitment with my research responsibilities. I agree to represent the Collaborative Teaching Fellows program in a professional manner and meet commitments agreed upon with my teaching mentor.

Name Signature Date

Thesis Mentor/Principal Investigator

I agree with the above description of the Collaborative Teaching Fellowship and I agree that the proposed collaborative teaching fellowship will not pose a conflict of commitment with the student's / post-doctoral research fellow's primary responsibility to complete his/her graduate education or post-doctoral research project.

Name Signature Date