



## **Laney Graduate School EDGE Fellowship and Ambassadorship**

For the 2025-2026 Academic Year

Fellowship Description: Diversity, Inclusion, and Recruitment

**\*\* Apply by August 28, 2025, \*\***

The James T. Laney School of Graduate Studies (LGS) at Emory University seeks applications for the LGS-EDGE (Emory Diversifying Graduate Education) Fellowship and Ambassadorship Program for the 2025-2026 academic year. This program is open to all students (master's and doctoral) currently enrolled in Laney Graduate School during the period from September 1, 2025, through August 31, 2026.

The EDGE Fellows, Junior Fellows, and Ambassadors will collaborate with the Associate Dean of Diversity, Inclusion, and Community Engagement, the Assistant Directors of Diversity, Inclusion, and Community Engagement, and other EDGE team members in the execution of the duties outlined below. This will be a highly cooperative position, and the fellows, junior fellows, and ambassadors will work in a team environment with other LGS staff and campus partners.

An ideal applicant demonstrates a strong passion for establishing, maintaining, and enhancing a graduate community at Emory that reflects inclusive excellence and is committed to upholding the core values of LGS-EDGE: access, belonging, community, and advancement.

### **Programming & Community Engagement**

- Attendance and active engagement in EDGE programming and community events are essential for connecting our efforts to the broader graduate student community. Signature initiatives—such as Learning About Laney (September 28–30) and the Summer Opportunity for Academic Research (SOAR) program (June–August 2026)—offer key opportunities for Fellows, Junior Fellows, and Ambassadors to contribute meaningfully to planning and execution.
- In addition to these flagship programs, involvement in EDGE mixers, luncheons, and receptions throughout the academic year helps foster a vibrant, inclusive, and supportive graduate community.

### **Recruitment Events**

- Supporting on-campus, local, and national recruitment efforts is a key responsibility of EDGE Fellows, Junior Fellows, and Ambassadors. Participation helps strengthen connections with prospective students and showcases the vibrant community at Laney Graduate School.
  - Local Events are typically day-long recruitment activities held in the greater Atlanta area and offer a fantastic opportunity to engage with future scholars in a familiar setting.
- All expenses related to recruitment events and travel will be covered or reimbursed by the Laney Graduate School. Rideshare and transportation costs will be paid directly. Meals, local travel, parking, and other related expenses will be reimbursed. All charges will be subject to review.

## FELLOW DUTIES

Responsibilities may include, but are not limited to:

- Be present at **ALL** EDGE on-campus events.
- Contribute to the development, strategic planning, and facilitation of:
  - Learning about Laney: A Preview Visitation of Emory University, Laney Graduate School from 9/28-9/30.
  - 2026 LGS-SOAR Program for prospective LGS students.
  - Laney Graduate School Visits for prospective students and student organizations (e.g., Mellon Undergraduate Fellows and McNair Scholars).
- Be a thought partner to ensure alignment of EDGE initiatives to community needs.
- Be a point of contact for EDGE Junior Fellows & Ambassadors.

Financial compensation for the work rendered will be a top-off award of **\$6,000** over the 12-month (9/1/2025 - 8/31/2026) appointment.

- All applicants not chosen for the fellowship will be considered for the junior fellowship and ambassadorship.

## Fellow Events & Responsibilities (Snapshot)

*Please note: This is a partial overview intended to provide insight into the role. A more comprehensive list will be shared before acceptance of the role.*

<b>Date</b>	<b>Event</b>	<b>Responsibility/Involvement</b>
Sept, 28 <sup>th</sup> - 30 <sup>th</sup>	Learning About Laney	<ul style="list-style-type: none"><li>• Sept 28 (evening): Connect w/students at social event</li><li>• Sept 29 (full day): Transportation needs, campus tours, welcome session, mingling at (breakfast, lunch, dinner), Q&amp;A, etc.</li></ul>
Fall/Spring	EDGE Mixers & Coffee Hours	<ul style="list-style-type: none"><li>• Attend all events; welcome &amp; facilitate conversations with students; share EDGE resources.</li></ul>
Nov 4	Annual Diversity Reception	<ul style="list-style-type: none"><li>• Attend and do introductions</li><li>• Introduce guest speakers and/or LGS Dean</li><li>• Highlight current/future work.</li></ul>
Summer 2026 (May - August)	LGS SOAR (Summer Opportunity for Academic Research)	<i>Professional Development Instructors</i> <ul style="list-style-type: none"><li>• Update PD curriculum and content</li><li>• Lead one weekly in-person professional development session for on-campus summer research students (~2hrs/wk.)</li><li>• Serve as a resource for on-campus students.</li><li>• Attend SOAR Orientation, Community Building Events, Research Symposium, and End of Summer Celebration</li></ul>
Throughout the Academic Year	EDGE & DICE Support	<ul style="list-style-type: none"><li>• Consult with EDGE staff on student needs, experiences, and concerns.</li><li>• Represent LGS-EDGE at local and on-campus events.</li><li>• Maintain open feedback with EDGE staff</li></ul>
Varies	Other events	<ul style="list-style-type: none"><li>• Support as needed, where available</li></ul>

## **JUNIOR FELLOW DUTIES**

Responsibilities may include, but are not limited to:

- Be present at monthly EDGE on-campus events.
- Contribute to the marketing and communications of EDGE events.
- Contribute to the planning and facilitation of:
  - Learning about Laney: A Preview Visitation of Emory University, Laney Graduate School from 9/28-9/30.
  - 2026 LGS-SOAR Program for prospective LGS students.
  - Laney Graduate School Visits for prospective students and student organizations (e.g., Mellon Undergraduate Fellows and McNair Scholars).
- Provide additional support to EDGE ambassadors as needed.

Financial compensation for work rendered will be a top-off award of **\$4,500** over the 12-month (9/1/2025 - 8/31/2026) appointment.

- All applicants not chosen for the fellowship will be considered for the ambassadorship.

### **Junior Fellow Events & Responsibilities (Snapshot)**

*Please note: This is a partial overview intended to provide insight into the role. A more comprehensive list will be shared before acceptance of the role.*

<b><u>Date</u></b>	<b><u>Event</u></b>	<b><u>Responsibility/Involvement</u></b>
Sept 28 <sup>th</sup> - 30 <sup>th</sup>	Learning About Laney	<ul style="list-style-type: none"><li>• Sept 28 (evening): Connect w/students at social event</li><li>• Sept 29 (full day): Transportation needs, campus tours, mingling at (breakfast, lunch, dinner), Q&amp;A, etc.</li></ul>
Fall/Spring	EDGE Mixers & Coffee Hours	<ul style="list-style-type: none"><li>• Attend all events; welcome &amp; facilitate conversations with students; share EDGE resources.</li></ul>
Nov 4	Annual Diversity Reception	<ul style="list-style-type: none"><li>• Attend and do introductions</li><li>• Highlight current/future work.</li></ul>
Summer 2026 (May - August)	LGS SOAR (Summer Opportunity for Academic Research)	<i>Virtual SOAR Academic Discipline Lead</i> <ul style="list-style-type: none"><li>• Develop/update content for Core Sessions - Academic Ethics, Literature Review, Methodological Approaches, Preparing for Graduate School</li><li>• Lead weekly/bi-weekly virtual core session for on campus summer research students (~2hrs/wk.); One per week OR one every 2 weeks</li><li>• Develop pre-work activities to engage students in</li><li>• Serve as a resource on graduate school experiences</li><li>• Attend Virtual SOAR Boot Camp Orientation</li></ul>
Varies	Other Events	Support as needed, where available

## **AMBASSADOR DUTIES**

Responsibilities may include, but are not limited to:

- Participate in EDGE monthly on-campus events.
- Assist with the facilitation of EDGE Events.
- Contribute to the facilitation of:
  - Learning about Laney: A Preview Visitation of Emory University, Laney Graduate School from 9/28-9/30.
  - 2026 LGS-SOAR Program for prospective LGS students.
  - Laney Graduate School Visits for prospective students and student organizations (e.g., Mellon Undergraduate Fellows and McNair Scholars).
- Assist with other related projects, as needed and as time permits.

Financial compensation for the work rendered will be determined by event type and location.

- Events off campus but in the greater Atlanta area will be compensated at **\$50 per event**.
- Events off campus but not in the greater Atlanta area will be compensated at \$100 per day. Expenses for travel will be covered, and payment is for non-travel days only.

## **Ambassador Events & Responsibilities (Snapshot)**

*Please note: This is a partial overview intended to provide insight into the role. A more comprehensive list will be shared before acceptance of the role.*

<b><u>Date</u></b>	<b><u>Event</u></b>	<b><u>Responsibility/Involvement</u></b>
Sept 28 <sup>th</sup> - 30 <sup>th</sup>	Learning About Laney	<ul style="list-style-type: none"><li>• Sept 28 (evening): Connect w/students at social event</li><li>• Sept 29 (full day): Transportation needs, campus tours, mingling at (breakfast, lunch, dinner), Q&amp;A, etc.</li></ul>
Fall/Spring	EDGE Mixers & Coffee Hours	<ul style="list-style-type: none"><li>• Attend and mingle with students</li></ul>
Nov 4	Annual Diversity Reception	<ul style="list-style-type: none"><li>• Attend and do introductions.</li></ul>
Summer 2026 (May - August)	LGS SOAR (Summer Opportunity for Academic Research)	<i>Virtual Special Topics Session Instructors</i> <ul style="list-style-type: none"><li>• Develop/update content for 2hr session on specific content area</li><li>• Lead one special topics session for on campus summer research students (~2hrs/wk.)</li><li>• Develop pre-work activities to engage students in</li><li>• Serve as a resource on graduate school experiences</li><li>• Attend Virtual SOAR Boot Camp Orientation</li></ul>
Varies	Other Events	Support as needed, where available

## **Eligibility**

To be considered for either the fellowship, junior fellowship, or ambassadorship, applicants must:

- Be a full-time student in any LGS master's or doctoral program, in good standing;
  - Applicants for the fellowship & junior fellowship must be in a doctoral program;
  - Applicants for the ambassadorship may be in a master's or doctoral program;
- Be in residency full-time for the year of appointment.

## **Application Guidelines**

Information about the Laney Graduate School's Advanced Student Fellowships may be found here: <http://www.gs.emory.edu/professional-development/fellowships/advanced.html>).

A complete LGS-EDGE Fellowship and Ambassadorship application will include:

### **1. Statement of Purpose (500 words maximum)**

- a. Please indicate if you would like to be considered for the role of a) **Ambassador**, b) **Junior Fellow**, c) **Fellow**, or d) **all** at the beginning of your statement of purpose. To be considered for the Fellow roles, you must have been an Ambassador in previous years **OR** must have been actively engaged in EDGE initiatives (such as SOAR, Bouchet, Ambassadors/Fellows Program).

1. The statement of purpose should also address the following topics:

- Your long-term career goals
- Skills/experiences relevant to this position, such as coursework, research methods, etc.
- Why would you like the fellow or ambassador position
- Availability to engage with the EDGE program and other time commitments related to Emory and Laney Graduate School
- **(Fellow Applicants only)** What EDGE initiative (current or proposed) would you like to contribute to? What is the EDGE program currently missing? How can you address that gap?
- **(Junior Fellow Applicants only)** What ideas do you have to enhance the EDGE program's reach on campus, including social media campaigns? How would you enhance the current EDGE program offerings?

### **2. CV/Resume**

- a. A current curriculum vitae (CV) or resume of relevant experiences. Be sure to highlight your contribution to initiatives or activities related to access, belonging, community, diversity, equity, and inclusion.

### **3. Transcript**

- a. A copy of your Emory transcript (a copy of an unofficial transcript issued to you is acceptable).

### **4. Letter of Support**

- a. A brief letter of recommendation from your advisor with support from your Program Director/Director of Graduate Studies assessing:
  1. Your skills and ability to work within the Laney Graduate School on matters related to diversity, inclusion, and recruitment,
  2. Your availability to be a dedicated member of the EDGE team,
  3. Dedication to community, equity, access, and belonging for all LGS students.

**\*\*All applicants for both the fellowships and the ambassadorship must apply through the portal under the fellowship name "EDGE Fellowships and Ambassadorship". \*\***

### **Application Submission Instructions**

All nominations and applications, including supporting materials, will be uploaded using the Laney Connect Hub platform.

1. Go to your [Laney Connect Hub](#)
  - Log in with your Emory credentials
2. Select the Advanced Fellowship tab (on the right side)
  - On that tab, click on the Advanced Fellowship Application
3. Select the application for the "EDGE Fellowship and Ambassadorship"
  - The form will ask you to upload the required items (via a PDF file) and to designate a recommender to submit a letter of support on your behalf. That person will receive an email requesting a letter.

**Note: The recommender will receive an email requesting a letter.**

### **Selection**

The selection committee, led by the Associate Dean of Diversity, Inclusion, and Community Engagement, will evaluate the alignment of the applicant's qualifications, interests, and experiences with the scope and duties of the fellowship and ambassadorship.

### **Award Notifications**

Notice of the selected fellows and ambassadors will be sent by September 9, 2025, with orientation on **September 16, 2025**.

### **Questions**

For questions, contact [laney.edge@emory.edu](mailto:laney.edge@emory.edu).