

## SUMMER PROGRAMS EMPLOYMENT APPLICATION

### What is CTY?

Since 1980 Johns Hopkins University's Center for Talented Youth has offered intensive academic instruction to pre-collegiate students. Our summer programs are designed to support and nurture academic talent by giving outstanding students a chance to study at a pace and depth that match their abilities. While academics are our primary focus, we also provide a rich social and recreational experience outside the classroom.

### Who are the students?

Our students range from the 2<sup>nd</sup> grade to the 12<sup>th</sup> grade and are very bright; their performance on standardized tests places them at the top of their age groups. They are students who have the social and emotional needs of children and adolescents, but who are academically talented and motivated beyond their years.

### Who are the staff members?

**Instructors** are public or independent school teachers, graduate students, college professors, and professional writers. We look for instructors with teaching experience, preferably with adolescents or children, and expertise in the relevant field. Our teachers must have demonstrated organizational skills, energy, and creativity.

**Teaching assistants (TAs), resident assistants (RAs), and day site program assistants (PAs)** are typically college students or recent graduates with a commitment to education and an understanding of the particular challenges of working with students in an intense environment.

**Administrators** include seasoned veterans from within our program, experienced school administrators, and outstanding teachers looking for administrative experience.

### What does CTY offer me?

At CTY you will work with an exceptional group of students, make contacts and friendships with dynamic colleagues, and gain valuable experience in a rigorous academic community. CTY has consistently been named as one of the top internships in leading publications. We have a network of past employees now working in positions ranging from heads of school to deans of students to university professors.

The starting salary for instructors ranges from \$2100-\$3000 per 3-week session, depending on education and experience. Teaching assistants and program assistants earn \$1100 per 3-week session, and resident assistants earn \$1200 per 3-week session. Salaries for administrators vary by position. Room and board are provided at residential sites.

### Application Consideration Begins January 4, 2008

This application packet includes everything you will need to know about:

- **How to Apply** and what to include with your application
- **The Application**, available positions, and links to complete site and course information
- **What to Expect** from our hiring process.

### CTY Summer Programs 2008 June 26 – August 9

First Session (June 26 – July 19)  
Second Session (July 19 – August 9)  
Administrators arrive June 23.

## What is it like to work for CTY?

**Instructors** teach 4–5 hours of class daily, 5 days per week, for 3 weeks to a single group of 12–18 students. At residential sites they also help to supervise an additional 2-hour academic session in the evenings. With the help of teaching assistants, instructors prepare all lesson plans, lectures, class activities, and labs. In lieu of assigning a final grade, they write a one-page evaluation of each student.

**Teaching assistants (TAs)** work closely with the instructors, attending all classes (including evening sessions at residential sites) and contributing in ways ranging from photocopying to preparing lessons and leading a class. As aspiring teachers, they look to their instructors for mentorship.

**Resident assistants (RAs)** supervise students during non-academic time. In addition, they occasionally attend classes and communicate frequently with the instructional staff. As a team, the RAs provide the backbone of the social and recreational aspects of the program and the bridge between the residential community and the classroom.

**Program assistants (PAs)** work at day sites, assisting instructors with all aspects of class and planning and leading afternoon activities for day site students.

**Administrators'** responsibilities vary by position. All roles, however, involve providing the framework and structure necessary to ensure the smooth operation of the program. Administrative positions demand leadership, teamwork, and the ability to problem solve.

Our programs move at an incredible pace for students and staff alike. Successful staff members not only appreciate the intensity of the CTY experience but also thrive within the community it creates.

## How do I apply?

The application process is very straightforward. For more information about what we are looking for in a cover letter, resume, or reference, please visit: [www.cty.jhu.edu/summer/employment](http://www.cty.jhu.edu/summer/employment)

- 1) Fill out and sign the application. Send it, along with a cover letter and resume, to:

CTY Summer Programs Employment  
Johns Hopkins University  
McAuley Hall  
5801 Smith Avenue, Ste. 400  
Baltimore, MD 21209

Fax: 866-345-3731. Although we initially accept faxed copies, an original, signed application must follow by mail.

- 2) Make arrangements for official transcripts and reference(s) to be mailed to us.

Candidates may not be employed until we have at least two references on file: one from an employer who has supervised your work experience with children and one from your most recent employer in work relevant to CTY. Please have your referrers complete CTY's Employment Reference Form, available in this packet and online at [www.cty.jhu.edu/summer/employment](http://www.cty.jhu.edu/summer/employment). You may submit additional references if you wish.

## What if I applied last year?

Complete a new application and provide an updated resume. If your transcript(s) and references were mailed to us last year and accurately represent your current qualifications, you do not need to submit new ones.

The CTY summer employment web pages are an essential resource for your application:  
Complete Site and Course Listings — Job Responsibilities — Course Descriptions — Application Advice

[www.cty.jhu.edu/summer/employment](http://www.cty.jhu.edu/summer/employment)

# Writing Courses

Grade	Code	Course
2-3	READ	Stories and Poems
3-4	WRDW	Writing and Reading Workshop
4-5	MFAN	Writing Workshop: Modern Fantasy
5-6	HERO	Heroes and Villains
5-6	WRIT	Writing and Imagination
5-6	DRAM	Elements of Drama
7+	GNOV	The Graphic Novel
7+	INCW	Introduction to Creative Writing
7+	WHOD	Whodunit?: Mystery and Suspense in Lit. and Film
7+	WRT3	Crafting the Essay
7+	WRTG	Writing the Expository Essay

“I learned to be open and more honest about my writing. I definitely learned to take criticism and I also learned that REVISION is your FRIEND.” – *CTY Writing Student*

Grade	Code	Course
7+	WBAY	Writing by the Bay
7+	WR4A	The Critical Essay: Literature and the Arts
7+	WR4B	The Critical Essay: Popular Culture
7+	WR4D	The Critical Essay: Science Fiction
7+	WR4E	The Critical Essay: Film
7+	FICT	The Crafting of Fiction
7+	SURR**	Literature and the Arts: Surrealism
7+	WRAB**	Travel Narratives: Writers Abroad
9+	CHLA*	Images of China: Literature and the Arts
9+	POFM***	Politics and Film: Latin America
10+	POLF	Politics and Film

“The philosophy course I took is for anyone willing to look at the world from a number of different viewpoints. Before taking this course I did not think about things that everyone should think about.” – *CTY Philosophy Student*

# Humanities Courses

Grade	Code	Course	
History and Culture	2-3	JOUR	Journeys and Explorations
	3-4	ANCT	The Ancient World
	4-5	CDOG	Pirates: History and Culture
	5-6	MIDA	The Middle Ages
	5-6	RENS	The Renaissance
	7+	ANDA**	Andalus: The Culture and History of Moorish Spain
	7+	CASE	Great Cases: American Legal History
	7+	DSET	Dissent
	7+	GWAM***	Great Writers and Artists of Mexico
	7+	IARC***	Introduction to Archaeology
	7+	ISLM	Islam
	7+	LAWP	Law and Politics in US History
	7+	MEAR***	Mexican Architecture
	7+	RPOL	Race and Politics
	7+	RUHI	Russian History
	7+	SPAW**	Politics and Art: The Spanish Civil War
	7+	SPRE**	Spanish Religious History
	9+	CHMO*	Contemporary Issues in Chinese Modernization
	9+	DYCH*	Dynasties of China: Their Rise and Fall
9+	MEDA***	Introduction to Media Studies	
Classics & Languages	7+	ETML/ETYM	Etymologies
	7+	GRK1	Beginning Ancient Greek
	7+	GRK2	Intermediate Ancient Greek
	7+	LAT1	Latin I
Arts	7+	HART	History of Western Art
	7+	MUST	Music Theory
	7+	TWEN	Twentieth-Century Art

Grade	Code	Course	
International Relations	5-6	UNAG	Model United Nations & Adv. Geography
	7+	ECDE***	Models of Economic Dev. in the Americas
	7+	POLY	International Politics
	7+	PRIM	The Asian Pacific Rim
	7+	STAG***	The Americas on the World Stage
	9+	CHRE*	China-US Relations
	9+	LNPT***	Latin American Political Theory
	9+	POLT***	Politics of Trade: The Americas
	10+	GPOL	Global Politics: Human Rights and Justice
	Philosophy	7+	BIOE
7+		EPIL	Eastern Philosophy
7+		ETHC	Ethics
7+		EXIT	Existentialism
7+		ILOG	Introduction to Logic
7+		LOGC	Logic: Principles of Reasoning
7+		MIND	Philosophy of Mind
7+		PHIL	Philosophy
9+		CHPH*	Chinese Philosophy
10+		HTEC	Human Nature and Technology
Psych.	7+	COGN	Cognitive Psychology
	7+	PSYC	Foundations of Psychology
Service Learning	7+	SERV	Youth and Society: Service Learning
	10+	LEAD	Civic Leadership Institute

\* Offered only in CTY China

\*\* Offered only in CTY Spain

\*\*\* Offered only in CTY Mexico

# Math & Computer Science Courses

“There's a lot more to math than I thought, and it's not all glamour.” – *CTY Mathematics Student*

Grade	Code	Course	
Math	2-3	MPSE	Math Problem Solving
	3-4	GEOM	Geometry and Spatial Sense
	4-5	NUMR	Numbers: Zero to Infinity
	5-6	INDE	Inductive and Deductive Reasoning
	5-6	HMAT	Great Discoveries in Mathematics
	5-6	DACH	Data and Chance
	5-6	MATS	Individually Paced Math Sequence
	7+	MATH	Individually Paced Math Sequence
	7+	GEOA	Geometry and Its Applications
	7+	DMAT	Discrete Math
	7+	MODL/MATX/MOL	Mathematical Modeling
	7+	MONY	The Mathematics of Money
	7+	CHAF	Chaos and Fractals

Grade	Code	Course	
Math	7+	GAME	Probability and Game Theory
	7+	REAS	Mathematical Logic
	7+	CODE	Cryptology
	7+	THEO	Number Theory
	9+	ADGA*	Advanced Game Theory
	9+	GAMT***	Applied Mathematics: Game Theory
	10+	CRYP	Advanced Cryptology
	Computer Science	5-6	IROB
7+		CMPS	Foundations of Programming
7+		DATA	Data Structures and Algorithms
7+		FCPS	Fundamentals of Computer Science
7+		TCOM	Theory of Computation
9+		CSCI	Fundamentals of Computer Science

“CTY is teaching the way it should be—great students and top-notch colleagues. I finish feeling both exhilarated and exhausted, but ready to face new challenges with the experience I’ve gained.” – *CTY Science Instructor*

# Science Courses

Grade	Code	Course	
Biology	3-4	SCOP	Through the Microscope
	5-6	EXAM	Examining the Evidence
	5-6	BSEN	Sensation and Perception
	7+	INBS	Introduction to Biomedical Sciences
	7+	HDIS/HISD	History of Disease
	7+	ANSC	Zoology
	7+	MDSC	Medical Sciences: Pharmacology & Toxicology
	7+	BIOT	Biotechnology
	7+	BIOL	Fast-Paced High School Biology
	7+	GENE	Genetics
	7+	GNIC	Genomics
	7+	NEUR	Neuroscience
	9+	BITG***	Biotechnology
	9+	EWMD*	Medicine: East and West
	9+	INBI***	Introduction to Biomedical Sciences
	10+	EPID	Epidemiology, Re-emerging Infectious Diseases, and Pandemics
	Chemistry	3-4	FOOD
5-6		CPOL	Crystals and Polymers
7+		CHMS	Chemistry in Society
7+		CHEM	Fast-Paced High School Chemistry
7+		NUSC	Nuclear Science
9+		CHPE***	Chemical Process Engineering

Grade	Code	Course	
Physics	3-4	INVT	Inventions
	4-6	FLSC/FLSD	Flight Science
	5-6	SCEN	Science and Engineering
	7+	PHYW	Fast-Paced High School Physics
	7+	EGRD	Principles of Engineering Design
	7+	ARCT**	Engineering Design: Architecture in Spain
	7+	IENG	Investigations in Engineering
	7+	ENGE	Electrical Engineering
	9+	PHCS***	Physics in the Real World
	9+	ROSC***	Rocket Science and Beyond
Field Science	2-3	BSCI	Be a Scientist!
	5-6	DYNE	Dynamic Earth
	5-6	BACO	Bay Ecology
	7+	STAR	Introduction to Astronomy
	7+	ASTR	Astronomy
	7+	PBIO	Paleobiology
	7+	ARCH	Archaeology
	7+	OCEN	Oceanography
	7+	VACO	Volcanoes: Hawaii

\* Offered only in CTY China

\*\* Offered only in CTY Spain

\*\*\* Offered only in CTY Mexico

## What happens after I apply?

We will begin making decisions in mid-January. To be included in the first round of consideration, return your application to us by January 4. You will be notified of a decision on a rolling basis. In most cases, you can expect to hear from us by late February. A criminal background check is part of our employment process.

## Note on updating your credentials

Remember that while your experience with us will be weighed heavily in hiring decisions, academic records and professional experience outside CTY are also important.

Every year you must send us an updated resume or CV. You do not need to submit transcripts and recommendations if a) they were mailed to us in the past and b) they represent your qualifications for the position(s) for which you are applying this year. Otherwise, please complete or update your file appropriately.

## Hiring Calendar

<b>Dec-Jan</b>	We place returning applicants in good standing and begin receiving new applications.
<b>Jan-May</b>	We set up telephone interviews for returning applicants applying for new positions and begin reviewing new applications.  We conduct telephone interviews for new applicants, review incoming applications, and continue to recruit as needed.
<b>May-June</b>	Because our staff come from such an outstanding pool, occasionally positions become available as people receive fellowships or full-time employment. Consequently, the hiring process continues into June.

**JOHNS HOPKINS**  
U N I V E R S I T Y

Center for Talented Youth

*To inspire young people by offering distinctive educational opportunities that nurture intellectual abilities, advance academic achievement, and enhance personal development.*

[www.cty.jhu.edu/summer/employment](http://www.cty.jhu.edu/summer/employment)

## Application Checklist

- Included cover letter
- Completed and signed application
- Enclosed updated resume/CV
- Requested transcript to be mailed to CTY (if necessary)
- Arranged for employment references (if necessary)

## How to Contact Us

CTY Summer Programs Employment  
Johns Hopkins University  
McAuley Hall  
5801 Smith Avenue, Ste. 400  
Baltimore, MD 21209

Email: [ctysummer@jhu.edu](mailto:ctysummer@jhu.edu)

Phone: 410-735-6185

Fax: 866-345-3731

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