Neuro 101 Tutorships for 2023-24

APPLICATION DEADLINE: Monday, April 17, 2023

The Standing Committee for Neuroscience is soliciting applications to teach in the Neuro Tutorial Program for the 2023-24 academic year. Tutorials courses explore an advanced topic not covered in depth by our curriculum. Tutorials offer post-docs an opportunity to gain experience teaching their own small class; they also offer faculty members a chance to teach in the small, informal setting. These classes meet once a week (75 minutes), typically in the late afternoon or evening, for the full academic year (Fall and Spring). Students from all concentrations are eligible to enroll, although preference is given to students who are concentrating in Neuroscience.

For undergraduates, the Neuro 101 Tutorial Program provides the unique opportunity to associate with a professional biologist/medical scientist over an extended period of time and to gain experience in reading and discussing research papers. The seminars are small (<12 students) and build upon a mentored partnership between the students and the tutor, which bridges the gap between lecture courses and independent research. They also serve as one entry point for thesis work and help students to identify research topics, hypotheses, potential laboratories, and mentors. Response to the tutorials has been extremely positive from students and tutors alike. Many students list their Neuro tutorial as their favorite class at Harvard. A list of current tutorials can be found at: https://www.mcb.harvard.edu/undergraduate/neuroscience/neuro-courses/?course-button=tutorials

ELIGIBILITY AND LOGISTICS: Harvard postdoctoral fellows may apply with permission from their mentor. Current faculty members are also encouraged to apply. Advanced Harvard graduate students are ineligible to apply as primary instructors, but with permission from their mentor and their respective graduate programs, they may apply as a co-instructor along with a post-doctoral fellow or faculty member. For postdoctoral fellows, tutorial appointments are made at one-fifth of the Senior TF rate (~$11,400 for AY 2022-23) paid out over ten months.

Because the Neuro Tutorials are considered advanced neurobiology elective courses, each tutorial must list as its prerequisites MCB/Neuro 80 (Neurobiology of Behavior), AND permission of the instructor. Additional prerequisites are at the discretion of the instructor. New tutorials should not significantly overlap with the current course offerings listed on the “Electives” and “Tutorials” tabs of the Neuroscience website: https://www.mcb.harvard.edu/undergraduate/neuroscience/neuro-courses/?course-button=electives
Faculty and postdoctoral fellows who are interested in applying for a Neuro 101 tutorship position should submit their application no later than **Monday, April 17, 2023**. After members of the Standing Committee for Neurobiology review the applications, prospective tutors will be contacted and invited for an interview.

General tutorial questions can be directed to Dr. Ryan Draft 617-496-9088 or draft@fas.harvard.edu. You are welcome and encouraged to discuss your application with Dr. Draft prior to submitting your application to the committee.

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**APPLICATION FOR A NEURO 101 TUTORSHIP for 2023-24**

Following a review of your application, prospective tutors will be contacted and invited for an interview.

**The TITLE PAGE should include the following information:**

1. Name
2. Work address including affiliation/status/location (e.g., professor, instructor, lecturer, postdoc, etc.).
   - Graduate students are not eligible to apply as primary instructors.
3. Telephone number
4. Email address
5. Title of the proposed tutorial seminar (60 characters or less, including spaces)
6. Course description of the proposed seminar (60 words or less)
7. Prerequisites: The prerequisites must include MCB/Neuro 80, and permission of the instructor.
   - Additional courses are at the discretion of the seminar instructor.

**PLEASE INCLUDE THE FOLLOWING INFORMATION:**

1. An outline of the course including:
   a. a tentative syllabus with specific topics to be covered throughout the year (1 hour 15 minutes per class; 1 class per week; 26 weeks). Indicate class time/class periods of lecture versus paper presentation/discussion, etc. Harvard 23-24 calendar [can be found here](#) (Fall) Aug 13-Dec 5; (Spring) Jan 22-April 24.
   b. A sample description of how you will conduct a typical tutorial meeting.
   c. Brief statement of methods of instruction you plan to include in class (e.g., your approach to
student-centered learning, student participation and scholarship in discussion, group
dynamics, integration of specific reference materials and latest scientific developments,
etc.).

d. Typical weekly student workload (suggested ~ 5 hrs/wk outside class)

e. Any oral presentations/written assignments.

f. Grading: Suggested basis for letter grade determination.

2. Current curriculum vitae.

3. Any previous teaching experience (1 page max.).

Postdoctoral fellows and graduate students are required to also include:

1. A signed confirmation letter is required from your mentor that simply states his/her approval of your
commitment as a tutor in the Neuro 101 Tutorial program.

2. DMS students must obtain Leah Simons’ signature. Ms. Simons is the Director of Academic
Administration for DMS. TMEC 435; phone: 617-432-2029; email: leah_simons@hms.harvard.edu

Please submit all materials by Monday, April 17, 2023. For further information, contact Dr. Ryan
Draft. Phone: 617-496-9908 -- email: draft@fas.harvard.edu