



# James C. Gaither Junior Fellows: Timeline

[The James C. Gaither Junior Fellows Program](#) at the Carnegie Endowment for International Peace is designed to provide a substantive work experience for students who have a serious career interest in the area of international affairs. Approximately 12-14 students will be hired to work as employees at Carnegie in Washington, DC on a full-time basis for a period of one year. Gaither Junior Fellows provide research assistance to scholars working on Carnegie Endowment’s projects, including democracy, nuclear policy, energy and climate, Middle Eastern studies, Asian studies, Russian studies, and geoeconomics. They have the opportunity to conduct research; contribute to op-eds papers, reports, and books; edit documents; participate in meetings with high-level officials; contribute to congressional testimony; and organize briefings attended by scholars, activists, journalists, and government officials. **When to Apply: the Fall of Senior Year**

Action	Date
Review your eligibility for the Gaither Fellowship on their website: <a href="https://carnegieendowment.org/about/jr-fellows/">https://carnegieendowment.org/about/jr-fellows/</a>	Do this before beginning the application process
Email <a href="mailto:ods@unc.edu">ods@unc.edu</a> your CV or resume and indicate your interest in the Gaither Fellowship. An ODS Team Member will email you that year’s application packet	Early to Mid-October
Send your recommenders your most current CV/resume. <a href="#">Follow our advice</a> for creating an effective CV. Please also send recommenders this link to our “Advice for letter writers” page: <a href="https://honorscarolina.unc.edu/ods/resources-advice-for-letter-writers/">https://honorscarolina.unc.edu/ods/resources-advice-for-letter-writers/</a>	ASAP, but by Early-October
Submit <b>Recommenders Form</b> : <a href="https://form.jotform.com/201524299115957">https://form.jotform.com/201524299115957</a>	ASAP, but by Early-October
Complete the Gaither Application Packet, Personal Statement, and Essay on topic of choice (found in packet)	October/November
Meet with Program Assistants to workshop your application: <a href="https://calendly.com/ods-1">https://calendly.com/ods-1</a>	October/November
Send reminders to your recommenders that letters are due mid-November.	Early November
Upload <b>Application for UNC Endorsement Form</b> before the endorsement deadline: <a href="https://form.jotform.com/201523872226956">https://form.jotform.com/201523872226956</a>	Mid-November
Applicants may be invited to interview.	Early December
UNC endorsees named	December



Endorsees schedule a meeting to discuss revisions to application: <a href="https://calendly.com/ods-1">https://calendly.com/ods-1</a>	ASAP after nomination
Endorsees send revised application materials to <a href="mailto:ods@unc.edu">ods@unc.edu</a>	48 hrs. before meeting
Transcript—Request an official transcript be sent to <a href="mailto:ods@unc.edu">ods@unc.edu</a> as soon as you finalize your spring classes.	Early January
Revisions for Letters of Recommendation Due	Early January
Final Application Due	Mid-January
Final Applications submitted by ODS	Mid-January
Carnegie Endowment conducts phone or video interviews	Spring Semester
Final Decision Announcements	Late March

Exact dates and the official endorsement deadline will be posted on our website, newsletter, and social media.

