

Fellowship Summary

The Qatar America Institute for Culture (QAIC) is an independent 501(c)(3) non-profit organization that creates, curates, and executes programs and research that amplify the prominence of all forms of art and culture from the United States, Qatar, and the larger Arab and Islamic worlds.

QAIC is seeking **two or three candidates** annually interested in a scholarly fellowship experience that aligns with our mission and values alongside their academic and professional goals. Fellows will be able to work closely with the QAIC team **up to six months** in efforts concerning in-depth research, content-creation, and community-building. As an educational institution, QAIC's fellowships provide significant training and beneficial learning opportunities to learn how art and culture institutions operate.

Duration, Location & Schedule

- ▶ **Winter-Spring Fellowship** (2 January – 30 June)
- ▶ **Summer-Fall Fellowship** (2 July – 30 December)

Fellows are expected to work up to twenty (20) hours per week (excluding events). Fellowships are offered on an in-person basis at our Washington, DC headquarters or virtually.

Fellowship Benefits

QAIC may offer reasonable hourly-rate compensation to fellows who meet its compensated fellowships requirements such as having proven record of experience and previous publications. All fellows can also expect various opportunities to be published through its printed and digital platforms, in addition to participating in networking events, training, and academic seminars that will further their learning and professional experiences. In-person fellows will have the ability to join QAIC's team working at the headquarters, and will be provided with a desk and computer.

Fellowship General Requirements

- ▶ Must complete the fellowship application, submit CV/résumé, and provide two writing samples and two references. Applications and supporting documents should be submitted at <https://qataramerica.org/scholarly-opportunities/>
- ▶ Must be undergraduate senior, graduate student, recent alumni (undergraduates & graduates), or researcher in fields related to International Relations, Arts, Humanities, or Social Sciences (3.0 GPA or higher).
- ▶ Must be experienced writer or content creator passionate about art and culture (2+ years of experience).
- ▶ Must be eligible to work in the United States (applicable to in-person fellowship).
- ▶ Must be native or proficient in the English language.
- ▶ Must have access to transportation to commute to QAIC offices (applicable to in-person fellowship).
- ▶ Must be able to manually lift 25-pound boxes to a height of 3-4 feet (applicable to in-person fellowship).
- ▶ Must know how to use Microsoft Office applications (Word, Excel, Outlook, etc.) and Mac OS.

Fellowship Preferred Requirements

- ▶ Arabic proficiency (writing and reading).
- ▶ Proficiency in using Adobe Creative Suite (Photoshop, InDesign, Illustrator, etc.) and/or video editing software, or have experience with photography and/or videography.
- ▶ Familiarity with WordPress.

QAIC is an equal opportunity employer. All applicants will be considered without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status. Only applicants who meet the requirements will be contacted.