

THE JOB MARKET & JOB SEARCH

FRIDAY, SEPTEMBER 25, 2015

MAIN POINTS & WHAT TO TAKE AWAY

PLAN AHEAD FOR YOUR FUTURE

**FOCUS ON YOUR DISSERTATION, TEACHING EXPERIENCE,
PROFESSIONAL DEVELOPMENT**

KNOW THE RANGE OF UNIVERSITIES, DEPARTMENTS, JOBS

START EARLY AND BE PREPARED FOR A LOT OF WORK

STAY ORGANIZED, UPDATE YOUR PORTFOLIO AND CV


TAKE CONTROL OF YOUR PROFESSIONAL TRAINING & CAREER

BE FLEXIBLE, OPEN – MINDED, AND STAY CALM



RANGE OF UNIVERSITIES, SCHOOLS, JOBS

CARNEGIE CLASSIFICATION SYSTEM

- I. Associate's / Community Colleges
 - II. 4 Year / BA / Public & Private (Technical, Military, etc)
 - III. 4 Year Liberal Arts Public & Private
 - IV. Specialty Schools (Medical, etc)
 - V. Comprehensive 4 Year / MA (small through large)
 - VI. RU/VH: Research Universities (very high research activity)
 - VII. RU/H: Research Universities (high research activity)
 - VIII. DRU: Doctoral/Research Universities
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TEACHING – RESEARCH – SERVICE

Differential (TRS) Loads

1. 70 – 10 – 20

- P/T based on teaching and student interaction

2. 40 – 40 – 20

- P/T based on balance & integration of all three

3. 10 – 80 – 10

- P/T based on research, publications, grants

OVERVIEW AND TIMELINE (TT JOB IN FALL 2017)

Fall 2015

Timeline for completing diss, think about chapter for writing sample
Attend job talks, meet with people on the market, new PhDs
Submit paper for acceptance in the 2017 AHA conf

Spring 2016

Talk with mentors about letters of rec. ;Teaching and Professional Portfolios, CV; writing sample;

Fall 2016

Full – tilt job application process, have defense date finalized

Spring 2017

On campus interviews

GENERAL STEPS IN THE PROCESS

Find job posting in *Chronicle, AHA, H-Jobs, H-Announce*, etc.

Talk with professors who will write letters

RESEARCH THE SCHOOLS

Provide all information to recommenders (SPREADSHEET)

Submit materials in advance of the deadline

Phone call or email scheduling AHA interview

Practice AHA interview, go to AHA interviews

Wait...receive invitation for interview on campus

On campus interview

Wait...receive job offer

MISCELANEOUS CONSIDERATIONS

Job Market Etiquette

Applying to a Teaching Oriented University

An Effective CV and Cover Letter

The Teaching Portfolio

AHA & Phone Interviews

The Campus Visit

The Job Talk



CONTENTS OF APPLICATION PACKET

TEACHING ORIENTED

Cover letter

CV

Recommendations

Teaching Portfolio

Pedagogy

Course syllabi

Writing Sample

RESEARCH ORIENTED

Cover letter

CV

Recommendations

Writing Sample

Maybe syllabi and/or
teaching materials

THE BASICS OF AN AHA INTERVIEW

AUDITORIUM

Scheduled time
Large space
Small table
1-2 faculty
Somewhat distracting
30 minutes
Succinct

MEETING ROOM

Scheduled time
Hotel / meeting room
Find the location in advance
Quieter/intimate
Beware of strange settings

BASICS OF AN AHA INTERVIEW

Be on time, but not too early. Greet each member of the committee. Don't engage in needless small talk. Be succinct and professional. Interview begins immediately. No jokes. No politics. No personal stuff.

Committees usually have a standardized list of questions they need to address.

Five minute overview of your research. Arguments, main points, content, etc.

Historiographical context of your work? Big significance . “SO WHAT”?!?

Classes you could offer: on the books, new and creative

What interests you about the job?

What do you know about the university?

Why are you the best candidate for the job?

Teaching philosophy and creative approaches to teaching?

“What questions do you have about / for us”?



BASICS OF A CAMPUS INTERVIEW

DAY LONG SCHEDULE

-STUDENTS, FACULTY, DEAN, PROVOST

WEATHER? CLOTHING?

WHO WILL PICK YOU UP?

BE PROFESSIONAL, NOT TOO PERSONAL

MEALS AND RESTAURANTS

KEEP THINGS SIMPLE

THE JOB TALK

STYLE, FORMAT, CONTENT

-PAPER PRESENTATION

-LECTURE FORMAT

-TECHNOLOGY

PRESENT/FUTURE RESEARCH

TEACHING

SERVICE

CONCLUDING THOUGHTS OR QUESTIONS?

