

# Going on the Academic Job Market

## •Resources for the Academic Job Search

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- The Chronicle of Higher Education – <http://chronicle.com/section/Home/5> – numerous articles on every aspect of the academic job market

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- Academic Jobs Wiki - [http://academicjobs.wikia.com/wiki/Academic\\_Jobs\\_Wiki](http://academicjobs.wikia.com/wiki/Academic_Jobs_Wiki) – articles, job details, and plenty to drive you crazy

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- Princeton McGraw Center for Teaching and Learning – workshops seminars one-on-one

# When should you go on the job market?

- 5<sup>th</sup> year, or
- The academic year before the one in which you plan to defend

# The summer before

- Talk to your advisors: is this the right year?
- Make a plan for what kind of positions to target (dissertation completion fellowships, postdocs, history, religion, poli-sci?)
- Start compiling application materials – get your recommenders any material they need to write your letters.
- If you don't have publications, write a chapter in article form and submit it for publication

# Making a plan - what should you apply for?

- Fellowships (due dates beginning in Oct)
- Postdocs (due dates EARLY in fall)
- Tenure-track jobs (due dates beginning in Oct)
- Non tenure track (due dates beginning in Oct)
- \*\*\* Join the professional associations for any field you're planning to apply for jobs in

# How do you find job postings?

- Listserves and websites of professional associations and periodicals; for example:
  - Chronicle of Higher Education
  - H-Net
  - AHA job listings
  - MESA job listings
  - AAR job listings
- Google! (especially for postdocs, which aren't listed as systematically as jobs)

# Fall semester

- Compile application materials
- Go to McGraw Center workshops
- ASK for advice
- APPLY – earliest due dates might be in Sep!
- 1<sup>st</sup>-round interviews will be late fall/early winter

# Application Materials

- Cover letter
- Letters of recommendation, usually 3
- CV
- Writing sample
- Research statement
- Statement of teaching philosophy
- Statement of teaching interests
- Sample syllabi



# Cover Letters

- STRATEGIZE AND TAILOR:
- University or teaching college?
- What discipline?
- Address any specific needs they mention in the job add
- \*\*\* For jobs in specific disciplines (not area studies), you need to convince them that you can speak their methodological language.

# Recommendation Letters

- Most positions require 3
- STRATEGIZE: which of your recommenders would be best received by any given position?

# Writing Samples

- Use appropriate ones for the positions

# Teaching Statements

- Go to McGraw Center workshops for pointers on how to write these. Everyone hates them.

# Syllabi

- Basic syllabi worth drawing up:
- Introduction to... (Middle East History, Islam, Middle East Politics, etc.)
- An upper-level undergrad course
- Graduate “Problems and Methods in... (Middle East History, Religion, Politics, etc.)”

# Interviewing

- 1<sup>st</sup> round interviews: either by Skype or at professional association meetings
- 3 components:
  - Questions about your research
  - Questions about your teaching
  - Questions you have for them

# Preparing for Interviews

- Go to McGraw Center workshops and look online for standard interview questions and advice
- PREPARE and PRACTICE answers
- RESEARCH the school and department – what are their specific needs?
- PREPARE stock questions for them in advance, but nothing too basic that you could have easily found out online

# Standard Questions

- Tell us about your research and its contributions to the field.
- Do you have any ideas for future projects?
- How would you teach our department's introductory course to...?
- Tell us about an upper-level undergrad course you'd like to teach.
- Tell us about a graduate course.
- WHY DO YOU WANT TO WORK AT ...?



# At the Interview

- Be on time
- Don't dress like a bum
- Have copies of your cv and any syllabi you expect to talk about
- Break out the syllabi when asked about teaching

# Campus Visits

- January-March
- One or both of:
  - Job talk
  - Teaching demonstration
- Meetings with faculties, administrators, students
- \*\*\* If you've made it to this point, they're interviewing you but also trying to recruit you

# The Job Talk

- 45 minutes – DON'T GO OVER
- Make it interesting and intelligible for the lowest common denominator – e.g., aim for something the Americanists will understand
- PRACTICE – do a mock job talk and listen to feedback
- Go to real job talks to see what works and what doesn't