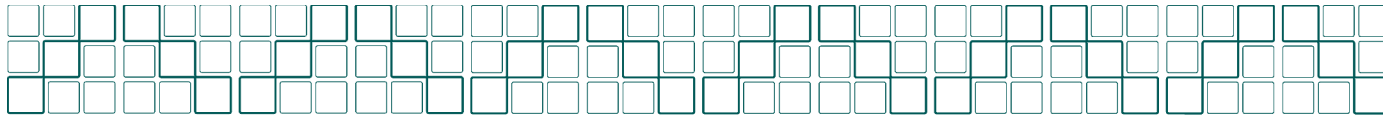
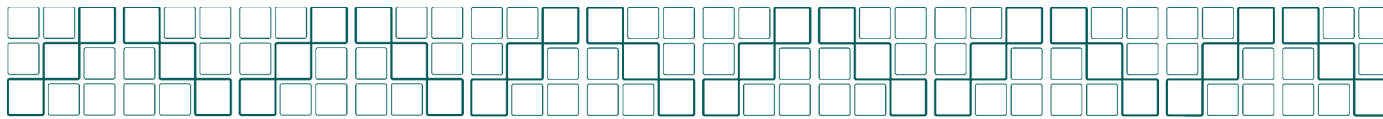

Interviewing For Academic Positions

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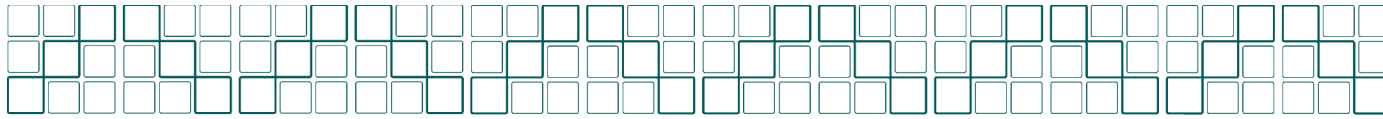
Your Goals

- Convince members of the department that:
 - your work is exciting, innovative, and fundable
 - you can do build a research group and successfully compete in your field
 - you will be a great colleague
 - that you will be a great teacher/mentor/role model
- Learn about the institution and department
 - In general and more specifically in your discipline
- Learn about the area



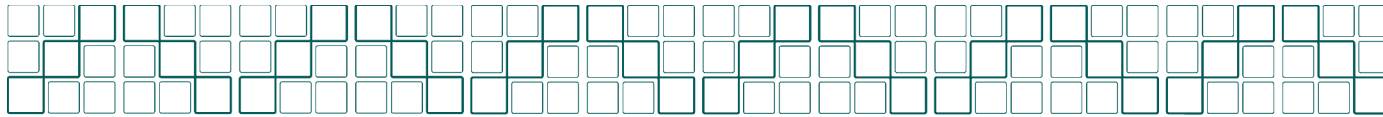
Interviewing by Phone or Videoconferencing

- Use a land-line and find a quiet place free of distractions
- OITE has a videoconferencing facility you can use
- Typically 30 - 45 minutes, anywhere from 1 - 3 interviewers
- Jot down names of interviewers and refer to each by name when answering questions
- Loss of facial and body language cues can be difficult at first
- Conversation will likely end with them asking you if you have questions



What You Will Do

- Eat all meals with potential colleagues
- Meet with:
 - the Chair of relevant Departments and Center
 - individual faculty - in & out of your field
 - members of the search committee
 - students and/or postdocs - often over lunch
 - [Deans or other University leaders]
- Present:
 - a seminar (45 minutes)
 - [a chalk talk]
 - [a class]
- Tour:
 - facilities, potential lab space, classrooms, and cores
 - the town & surrounding areas



Getting Ready

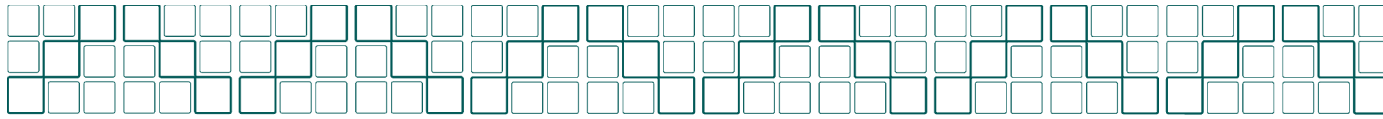
- Follow instructions and be clear regarding travel plans & other logistics
- Read university & department websites
- Learn about the people you will be meeting with
- Make lists of questions you need answered & resources you need to learn about
- Consider personal/professional issues that you would like to discuss with the Chair or head of the search committee
- Get clothes - comfortable, neat, and consistent with the science culture. Do NOT get new shoes!
- Practice your talk **MANY TIMES**

Things You Might Be Asked To Provide

- An updated CV
 - Publications listed as in preparation or under review
 - Priority scores/outcomes on any submitted grants
- CV for your spouse or partner (if an issue)
- Specific aims for your first grant
- List of major equipment needs

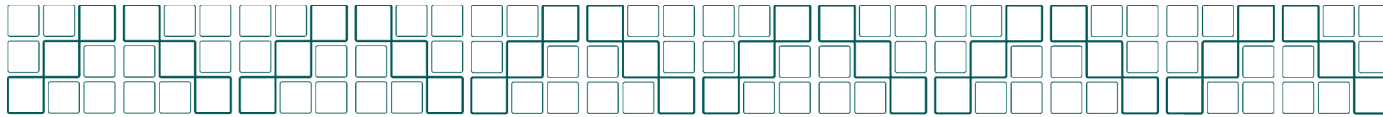
Developing Interviewing Skills

- Practice here – by yourself and with others
- On-line practice soon available through the OITE



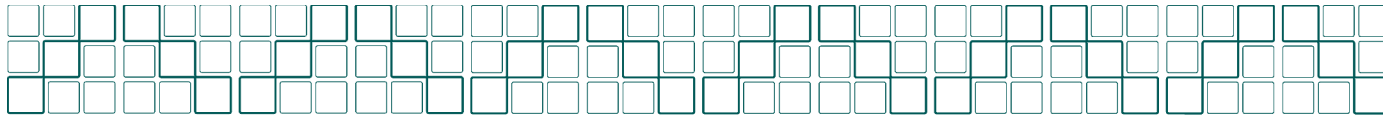
Questions You Are Likely To Hear

- Where is your research going to be in _____ years?
- What's going to be in your first RO1? Where else will you get money?
- What core facilities & equipment do you need?
- How will you distinguish yourself from your mentor?
- Do you like teaching? What do you want to teach?
- Do you currently supervise students? What is your approach to mentoring?
- Why are you excited about this position?
- Who here might you collaborate with?
- What department/school committee work interests you?



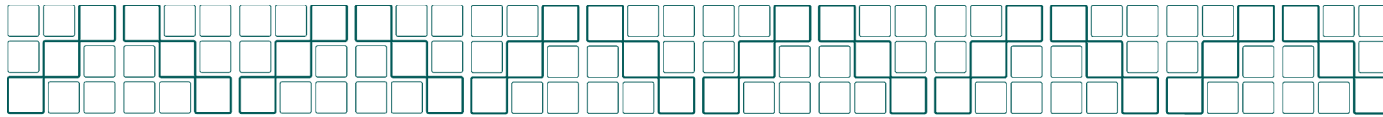
What You Should Be Asking About

- The culture of the department/center/institution
- Research themes and areas of focus
- Types and amount of teaching and/or clinical duties
- Quality and numbers of students and/or postdocs
- Training grants and other educational resources available
- Mentorship of junior faculty
- Shared resources and core facilities
- Grant expectations
- Tenure and salary policies
- Personal views of the department, school, and area
- Anything important to you personally or professionally



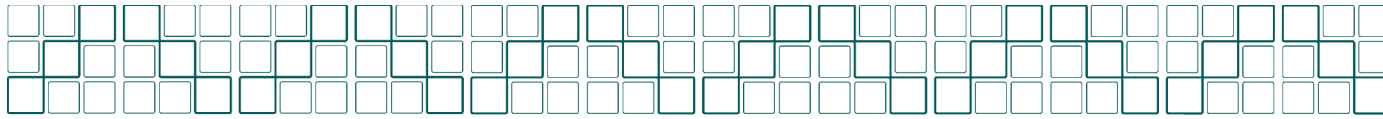
Need Two Jobs?

- Best discussed with dept chair or head of the search committee, but others may probe on their behalf
- Appropriate to bring this up during the first interview
 - Be positive
 - Ask about local consortia/agreements that might help
 - Be clear about types of positions your partner will accept



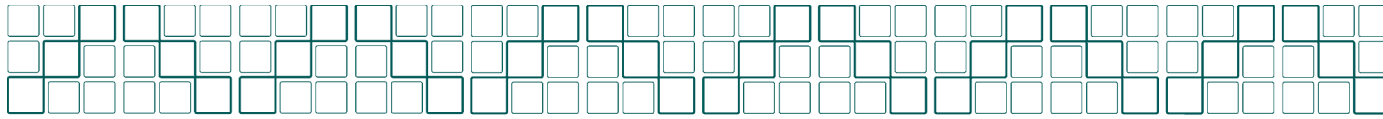
Second Interviews

- Can be an interview or a recruiting trip
- Provide a list of core facilities/resources you need to see
- Bring a list of major equipment needs
- Will likely meet more faculty in your field
- Will tour facilities and possible lab space
- May include more formal discussion of salary, benefits, funding expectations, and tenure policies
- Your chance to clarify and express your needs [and wants]
- Should not be a full blown negotiation



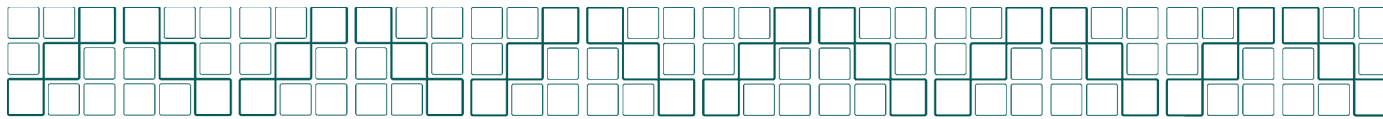
The Job Talk: Seven Simple Rules

1. Start early and practice many times
2. Know your audience
3. Understand what the audience is evaluating
4. Tell a story - less is often more
5. Have crisp, clean data slides
6. Be engaging and personable
7. Carefully consider questions and practice answering them



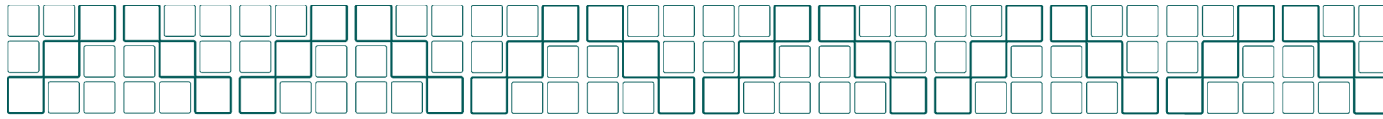
The Chalk Talk

- Often no slides and very informal
- Shows that you can think on your feet
- Expect interruptions, welcome them
- Expect vigorous debate - it can be a very good sign
- Everyone is watching how well you take criticism and when/how you back down
- Tells you a lot about the department



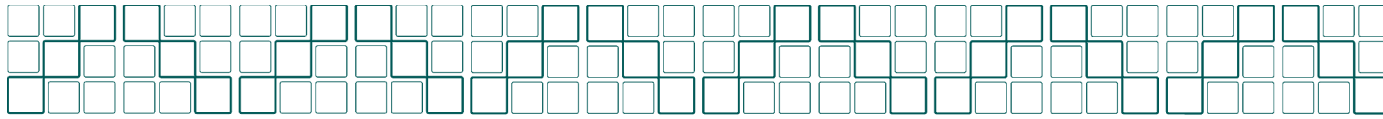
Preparing For A Chalk Talk

- Plan and practice how you will start
- Draw a model right away; use the model throughout the discussion
- Practice with colleagues who will give you a hard time, not a pat on the back
- Begin talking about your future work far in advance
- Begin mapping out grant proposals early



The Teaching Talk

- May be given a specific topic or you may get to choose
- Learn about the students in advance
- Decide formal vs. informal
- Decide high tech vs. low tech
- Talk to the students and not the faculty or administrators sitting at the back
- Not just a lecture



How To Prepare For A Teaching Talk

- Participate in “Scientists Teaching Science” and get some teaching experience
- Talk to undergraduate faculty at comparable institutions
- Start practicing with colleagues, but eventually you need to find a group of postbacs (we can help with that)