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• Chaired faculty search committees hiring 8 faculty
• Served on faculty search committees hiring 6 faculty
• Several graduate students and postdocs who have become faculty
• Have mentored multiple trainees as they apply for faculty positions
• Presented workshops on these topics at international conferences
Application materials

Specific requirements can vary but can include:

1) Cover letter
2) *Curriculum vitae* (CV)
3) Research accomplishments
4) **Research statement**
5) Teaching statement
6) References/Reprints
7) Letters of reference

All materials should complement each other to illustrate what makes you an ideal candidate for that specific position.
What is a Research Statement?

A key component of academic job applications that summarizes a candidate’s research accomplishments, ongoing projects, as well as the direction and potential of their future work. It can include:

• How your research contributes to your field
• Your funding history and potential for growth
• Potential academic and industry collaborations
• Your requirements for research resources
• The future direction of your research
What is the reason they ask for a Research Statement?

• Shows the review committee what you have accomplished in your research and your plans for the future
• Places your work in the context of your field and what you will bring into their department
• How you research will be independent, innovative and impactful within your field
• Looking for indications that you will become a leader in your field of research
• In some fields, they will want to know the potential you will get extramural funding
Understand your audience

• Remember that reviewers will only spend a few minutes on each application (there will be 100+ applications to most faculty jobs)
  • Make their jobs as easy as you can with summaries and formatting
  • You need to make sure your applications stands out

• Understand the composition of a faculty search committee
  • Don’t assume that everyone who will be reading your materials will be an expert in your specific discipline
  • Avoid using too much jargon or discipline specific information
  • Make the impact and significance of your work clear

• Consider who in the department/institution would be a potential collaborator and include that in your Research Statement

• Seek advice from current faculty (and especially recently hired faculty) about the conventions of your discipline and ask them to review your statement
The type of institution you are applying to makes a difference

• Be aware of the different academic institutions and their expectations
  • Research intensive vs. teaching focused
  • Public vs. private
  • Large universities vs. small colleges
• Notice the type of job advertisements
  • broad = best candidate available
  • narrow = department has a specific need
• Research the department and the institutions
Follow the instructions

• Pay close attention to the job posting
• Prepare all of the requested documents
• Respect the page limitations provided
• Submit materials in the manner listed (email to the appropriate contact or submit to the indicated online portal)
• Be aware of any specific requirements for the research statements that can vary by discipline
  • Research statements are usually requested from researchers in engineering, social, physical, and life sciences.
  • Humanities disciplines may want this in the cover letter instead. Check with the job posting or your faculty advisor.
Goals of a Research Statement

• Guide the members of the search committee through your research from where you started until now
• Highlight your most important research accomplishments (publications, awards, grants, presentations, etc.) without fully replicating your CV
• Describe your plans for your research program over the next three to five years
• Explain how your research will benefit the department and/or institution where you are applying
  o Collaboration with current faculty
  o Obtaining extramural grant funding (if relevant to your field)
  o Providing research opportunities for students
  o Developing new courses related to your research topic(s)
Questions to consider when working on your Research Statement

- What got you interested in this research?
- What was the burning question that you set out to answer?
- What challenges did you encounter along the way, and how did you overcome these challenges?
- How can your research be applied?
- Why is your research important within your field?
- What direction will your research take you in next, and what new questions do you have?
Structure of a Research Statement

• First discuss the importance of your previous research
  o Include how you became involved in that research
  o Emphasize your most recent research projects and outputs
  o This can be research done with your mentor or collaborators

• Next provide the importance of your field of study
  o How is your research unique and significant to the field?
  o What is the impact of your research?
  o What are the specific results and outcomes of your work?

• What is the future of your research program?
  o Provide plans for first 3-5 of years of your faculty position
  o Show how your research will be independent of your current mentor
  o Address feasibility of your research at that institution
  o Indicate what will be your research outputs (publication plans)
  o How will this lead to funding? (if that is relevant to your discipline)
Tips for the Research Statement

• These are short (1-4 pages) so be concise!
  • If there isn’t guidance on the length, keep it as short as possible (2-3 pages or less unless specifically requested)

• **Provide a short summary at the beginning**

• Refer to your own work in the first person (I found…)

• Express your excitement about your research

• Use formatting that assists the reviewers:
  • Subheadings that highlight main points
  • Make use of bullets and **selective** ‘highlighting’ of text
  • Have at least a little white space, use 11-12 point **consistent** font

• Use figures if that is helpful to present your research
  • Summary figures are particularly helpful to include

• Include a timeline (Gantt chart) of your plans
Tailor your Research Statement for specific departments/institutions

- Customization will make the statement more effective
- Familiarize yourself with the faculty and research resources at your target institution
  - Explains why your future research will benefit from the resources at the target department/institution
- How will your research be beneficial to that institution, or to the students at that institution
  - For a primarily undergraduate institution, be sure to show how you research will include undergrad students
  - Make sure you know the details about any graduate programs
- If faculty at your target department contributed to your field, be sure to include mention of that in your statement
Research Statement Online Resources

1. **General guides to writing research statements:**
   - https://serc.carleton.edu/NAGTWorkshops/careerprep/jobsearch/research_statement.html
   - https://career.ucla.edu/grad/academic-job-search

2. **Blogs on writing research statements:**
   - https://chemistry-blog.com/2013/04/20/get-a-job-ken/
Research Statement Online Resources

3. Samples of faculty position application research statements:
   
   • https://career.ucsf.edu/phds/academic-careers/academic-samples#Samples
   
   • https://gwc.psu.edu/files/2017/10/2017_Reserach-Plan-and-Personal-Statements-1-1ckpsea.pdf
   
   • https://scholar.harvard.edu/files/annika_m_mueller/files/research_statement_annika_mueller.pdf
   
   • https://www.mcw.edu/-/media/MCW/Education/Graduate-School/Documents/UCLA-Research-Statement-Template.pdf
   
   • http://humsci.auburn.edu/research/pdf/Teaching_and_Research_Statements.pdf
Additional Resources for Application Materials

• Ask your advisor/mentor/others in your field for example research statements
• Talk to new faculty hires – they may be willing to share their statement/experiences with you
• Ask about the search committee point of view concerning selection process, expectations and potential red flags!
• Consider forming a peer writing group and/or work with the Writing Center (https://cstw.osu.edu/)
• Strong writing means a more effective research statement: https://www.youtube.com/watch?v=vtlzMalKCaM
Questions?

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