How to Apply for Academic Jobs in 2022

Karin Jordan, Ph.D.
Assistant Dean of Graduate Development and Engagement
Graduate School, Ohio State University

2022 Job Search Strategies for the Professoriate
OVERVIEW

- 6-28-2022  Job Search Strategies
- 6-30-2022  Cover Letter and Vita
- 7-05-2022  No meeting
- 7-07-2022  No meeting
- 7-12-2022  DEIJ Statement
- 7-14-2022  Teaching Statement
- 7-19-2022  Research Statement
OVERVIEW

• 7-21-2022 Alumni Fire
• 7-26-2022 Interview (Zoom and In-person)
• 7-28-2022 Salary Negotiation

• What is next?
INSTITUTIONS

- Doctoral Universities
- Master’s Colleges & Universities
- Baccalaureate Colleges
- Baccalaureate/Associate’s Colleges
- Associate’s Colleges
- Special Focus Institutions
- Historically Black Colleges and Universities (HBCU)
- Tribal Colleges
- Distance Learning at Online Schools
- Military Academies
POSITIONS

- Full-time
- Part-time
- Tenure-track
- Non-tenure-track
- Assistant Professor

- Clinical Faculty
- Research Faculty
- Adjunct Faculty
WHAT IS THE RIGHT PLACE/JOB FOR ME?

The Professoriate in Liberal Arts Colleges: Early Career Faculty ...

- https://link.springer.com/chapter/10.1007/978-3-030-33350-8_6
- Feb 18, 2020 · In 2001, Golde and Dore.

Career Self-Assessment | Develop in Your Career

https://www.gallup.com/strengths/improve-career
ACADEMIC JOBS

• Teaching, research, and service
• Mentoring students opportunities
• Follow your interest
• Freedom over your time
• Do what you love all the time

• Autonomy
• Collaboration
• Stability
• Have a long-term impact
• Travel
PLAN AHEAD
PLAN AHEAD

• Research
• Teaching
• Teaching certificate
• Transferrable skills
• Network (1-2 years before starting the job search)
• Prepare paperwork/references
PROFESSIONAL DEVELOPMENT

Research lab/research
- Participate in research
- Mentors undergraduates
- Mentors graduate students
- Manages a lab
- Presentation
- Publication

Classroom/teaching
- Graduate teaching assistant
- Manages a section of a large class
- Manages a class
- Teaches various classes
- Student mentoring
JOB SEARCH TIMELINE
JOB SEARCH TIMELINE

August to October
• Find Advertised Jobs, apply (job specific)
• Submit Application

October to January
• Wait

January To March
• 1st Interview (sometimes: 2nd Interview/Offer/Negotiation)

March to June
• Sometimes--2nd Interview/Offer/Negotiation
THINGS TO REMEMBER
THINGS TO REMEMBER

• Be prepared to not accomplish much on your research or dissertation during the intensive part of the application and interview process, which could be October through March or December through May/June, depending on your field.

• Remember the job you take may be where you will spend a long part of your life. It's worth the effort to look thoroughly and decide carefully.
IMPOSTER SYNDROM
IMPOSTER SYNDROME (PHENOMENON)

• Intense feelings of fraudulence in the face of success and achievement
IMPOSTER SYNDROME (PHENOMENON)

• Acknowledge how you feel
• Avoid comparison
• Know you are not alone
• Remember why you are here
• Create a plan
REMEMBER

• One thing to keep in mind is that the things that make you a competitive candidate on the market are things you have already accomplished. You have spent years developing your research, teaching, public speaking, and collaborative projects. You are fully positioned to be an amazing professor.
BE WHO YOU ARE/BE HONEST
FIND THE RIGHT JOB FOR YOU

• Institution (college to R1)
• Research, teaching, service
• Location (self and family)
• Trust yourself (fit or no fit)
• Learn from each application, interview
• Enjoy the process
1. https://jobs.chronicle.com -- Job postings for faculty and staff; it also has advice columns
2. https://www.imaginephd.com -- Career exploration and planning guide (humanities and social sciences)
5. https://drakeinstitute.osu.edu -- The Michael V. Drake Institute for Teaching and Learning can provide resources and support.
Found 163 jobs

- **Assistant Professor in Biology**
  - Texas, United States
  - Salary Commensurate with experience
  - Texas A&M University

Texas A&M University is seeking candidates for a full-time Assistant Professor in Biology (R-056678) at their campus in Weslaco,...

**View details:** Assistant Professor in Biology
Assistant Professor Biology

- **Employer:** Texas A&M University
- **Location:** Texas, United States
- **Salary:** Salary Commensurate with experience
- **Posted Date:** Jun 14, 2022

Texas A&M University is seeking candidates for a full-time Assistant Professor in Biology (R-056678) at their campus in Weslaco, Texas.

Texas A&M University is the leading research and technology...
**EXPERIENCE/Required**

- Teach undergraduate and graduate courses
- Strong written and oral communication skills
- Able to multi-task
- Able to work with others
- Record of high-impact publications ....

**EDUCATION**

- PhD in Biology.

**SPECIAL INSTRUCTIONS TO APPLICANTS:**

- Please provide CV/Resume and list of professional references to be considered for the position.
SKILL SETS YOU NEED

• Describes the teaching, research and service responsibilities and other experiences
• The job description can be a good match
• Sometimes the job description is not a good match
• Carefully assess each expectation
FACULTY APPLICATION
APPLICATION MATERIALS

- Cover letter (make it job specific)
- Curriculum vita (CV)
- Research statement
- Teaching statement
- Diversity, Equity, Inclusion and Justice (DEIJ) statement

- 1-2 Syllabi
- Course ratings
- Writing sample/research paper or dissertation abstract
- 3-5 letters of recommendation
APPLICATION SUBMISSION

- Interfolio
- Academic Jobs Online (AJO)
- University website
- Specific E-mail (?)
NEXT STEP

WAIT
THANK YOU

Q & A

jordan.1193@osu.edu