Building a strategy for a job search on the academic track

Toolkit talk

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First steps

- Define your **skill set** and get your **work published**
- Define your **future project**, **career goals**
- Define your **priorities**: country, location, required infrastructure, needed expertise, collaborations
- Contact **professors** in your field & interesting departments
- Discuss **with professors** in your environment

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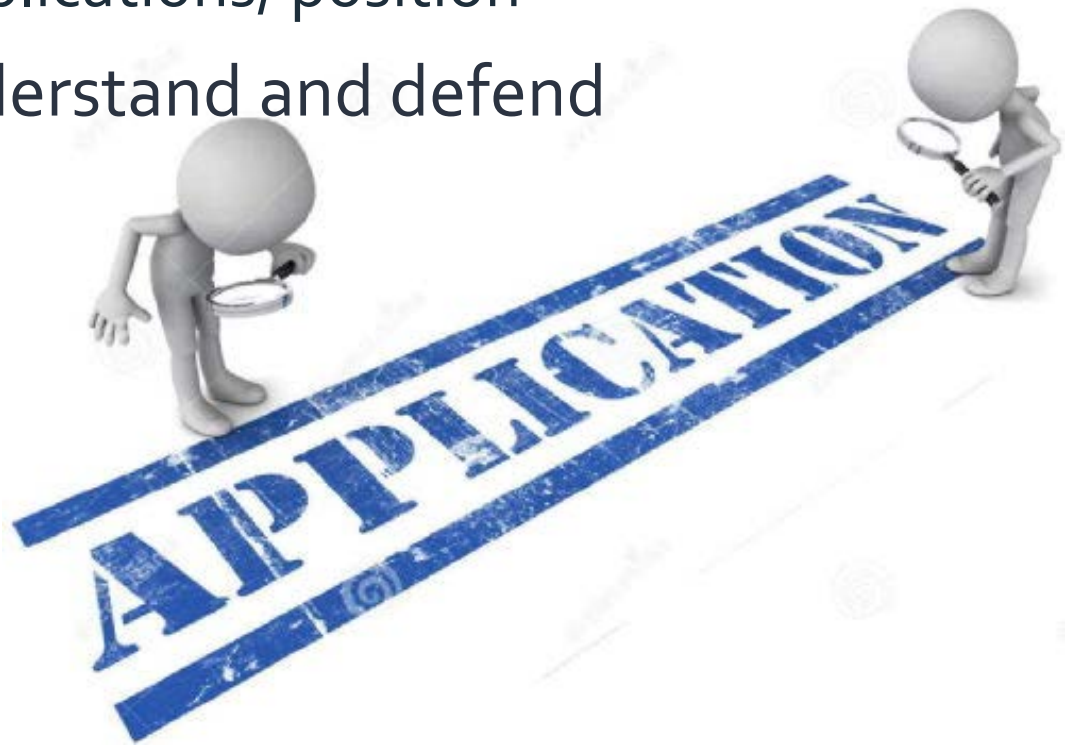
The initial applications

- Put yourself in the mind of the evaluators
  - they will probably receive 50-150 applications/ position
- Make the essential points easy to understand and defend
- Include the most important items:
  - cover letter
  - CV (fellowships, awards)
  - publication list
  - research proposal
  - teaching statement
- want to put things like seminars given, posters etc. ?
  Place them at the end, but they probably *will not* be read



The cover letter: just as important as your CV

- Introduce yourself shortly presenting your skill set, past research & plans
- Explain why you are interested in this particular position & your career plans
- Explain why you would be good fit for the department , *i.e. familiarize yourself with the members and their work*
- Can you identify possibilities for collaborations? (careful)
- Mention shortly how you would fund your research
  e.g. where you would apply for grants

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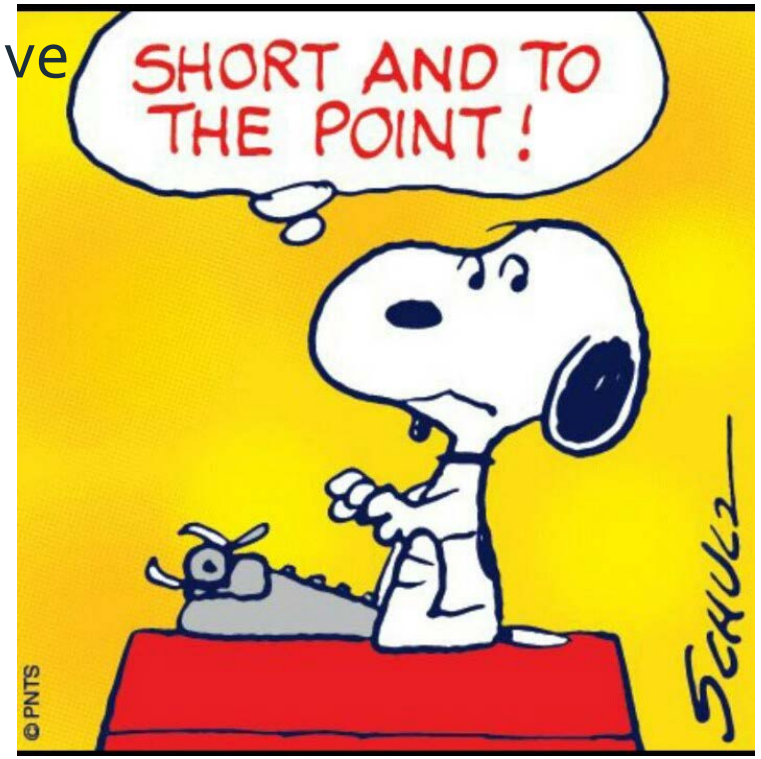
The CV and publication list

- Keep your CV short and to the point
  - Basic data, current position, maternity, paternity leave
  - Education and training, jobs held
  - Awards, distinctions
  - Grants, fellowships

- Publications
  - highlight your name
  - explain co-first author, corresponding or senior authorships



Research proposal

- Define your long-range research interest . Why is this question/ field, important?
- Is this very close to what you are doing now? Give a compelling reason why you do not change or innovate
- Describe the proposed research for the next few years and why you have the skills to do it
- Include illustrations to summarize your approach
- Have a plan B or preliminary data if you have a highly risky proposal

Teaching statement (importance depends on job)

- Briefly explain your teaching experience.
  If you do not have much don't worry.

- What type of courses could you teach?
  Does it fit into the department?

- If you enjoy teaching, presenting, say it!

- Do you have a teaching philosophy from what you have seen?
  For instance, how would you involve the students?

The interview

- Prepare your seminar carefully and keep it understandable by non-specialists (they will also judge your teaching abilities, there may be student evaluators)
- Do not go overtime
- Answer questions clearly and succinctly
- Be confident, but not arrogant
- Do your homework
- Be familiar with the PIs and their research topics. Read some of their work.
- Discussion with the PIs is very important. Show interest.

The interview

- Be prepared to answer questions about your long-term research plans and goals. What are your career objectives?
- Be prepared to list what you would need to do your research, equipment, personnel, lab space, etc.
- Be familiar, if possible, with the platforms, etc at the target institute to see if they could meet some of your needs
- Be prepared for questions about teaching, which courses, potential language issues

In the end, how do they decide?

- ❑ Scientific excellence and independence
- ❑ Creativity, originality and importance of field
- ❑ Their own interest in the field
- ❑ Fit to the department structures
- ❑ Personal chemistry
- ❑ New technologies brought in
- ❑ Potential collaborations, at institute or in larger structures e.g. an NCCR

Thank you !

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