NAVIGATING THE ACADEMIC JOB MARKET

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Pepperdine University
NAVIGATING THE ACADEMIC JOB MARKET

▷ The application
▷ The phone interview
▷ The campus visit
▷ The offer
1. THE APPLICATION
THE APPLICATION

- **Priorities**: location, demands for research and teaching, department, job description aligning with your narratives

- **Sources**: HigherEdJobs, The Chronicle, Bookmark HR websites of interested universities, SIG listservs, colleagues
THE APPLICATION

● R1, R2, Research Firm, Post Doc
● Prepare statements for each type of institution, then tailor it to the job description
● **Perspective**: You want someone on the search committee to fight for you. You want to be the “xyz” person (e.g., bilingual ed; ethnographer; etc.)
<table>
<thead>
<tr>
<th>Status</th>
<th>School</th>
<th>Location</th>
<th>University Classification</th>
<th>Tenure-Track</th>
<th>Position</th>
<th>Concentration</th>
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<tbody>
<tr>
<td>Applied</td>
<td>Chapman, CA</td>
<td>R2</td>
<td>Y</td>
<td>Assistant Professor</td>
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<td>Y</td>
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<td>David J. Vitale Assistant/Associate Professor</td>
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<td>Y</td>
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<td>R2</td>
<td>N</td>
<td>Professor of Education with expertise in Teacher Preparation and Pedagogy</td>
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<td>Applied</td>
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<td>Firm</td>
<td>NA</td>
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<td>R1</td>
<td>Y</td>
<td>Assistant/Associate Professor</td>
<td>Bilingual Learning</td>
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</table>
MY APPLICATION SPREADSHEET

- School
- Location
- University classification
- Tenure-track
- Position
- Concentration
- Due date
- Source of Job Description

- CV
- Cover Letter
- Research Statement
- Teaching Statement
- Diversity Statement
- Writing Sample
- Number of References
- Sample Syllabi
- Student Evaluations
2. THE PHONE INTERVIEW
THE PHONE INTERVIEW

- You never leave a phone interview feeling like it went perfectly; Also video > phone
- Strategically place notes that include
  - A class you could teach
  - The purpose of your dissertation and broader research agenda
  - Questions you want to ask them
- **Perspective**: They are looking for you to bring your application to life; They are looking for a colleague.
MY INTERVIEW QUESTIONS

1. Why [this university]?
2. What is your research agenda and how do you see yourself developing it in the next 2-5 years?
3. How do you teach diverse students with varying needs?
4. How does your teaching inform your research and research inform your teaching?
5. How will you collaborate with others? (name specific people)
6. What courses could you teach?
7. How can you balance teaching, service, and research?
8. What materials or equipment would you need to move your research forward?
9. What’s something about you that you haven’t been able to tell us?
It's called practice.
3. THE CAMPUS VISIT
THE CAMPUS VISIT

- The job talk is only one part of it
- R2s may ask for teaching demos, which vary
- Talk to faculty and understand their vibe; What stresses them out, what makes them happy at the university? These are your potential future colleagues!
- Know the perspectives of your chair, associate dean, and dean
- Jot down your reflections soon after the visit
- **Remember**: You are *on* from the second they see you. It’s tiring, but have fun!
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>8:00am</td>
<td>Pick up from Hotel</td>
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<tr>
<td>8:15am-8:45am</td>
<td>Breakfast</td>
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<tr>
<td>8:45am-9:00am</td>
<td>Meet with Administrative Analyst / Walk to</td>
</tr>
<tr>
<td>9:00am-9:30am</td>
<td>Meet with Associate Dean</td>
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<tr>
<td>9:30am-10:00am</td>
<td>Meet with Dean</td>
</tr>
<tr>
<td>10:00am-10:15am</td>
<td>Break</td>
</tr>
<tr>
<td>10:15am-10:30am</td>
<td>Prepare for Teaching Demonstration</td>
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<tr>
<td>10:30-11:30am</td>
<td>Teaching Demonstration: Childhood and Adolescence in a Multicultural Society</td>
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<tr>
<td>11:30am-12:00pm</td>
<td>Break</td>
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<tr>
<td>12:00pm-1:00pm</td>
<td>Lunch with Tenure/Tenure-Track Faculty</td>
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<tr>
<td>1:00pm-1:45pm</td>
<td>Campus Tour</td>
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<td>1:45pm-2:45pm</td>
<td>Meet with Department Chair</td>
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<tr>
<td>2:45pm-3:00pm</td>
<td>Prepare for Research Talk</td>
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<tr>
<td>3:00pm-4:00pm</td>
<td>Research Talk</td>
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<tr>
<td>4:00pm-5:00pm</td>
<td>Interview with Search Committee</td>
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MY QUESTIONS (SEARCH COMMITTEE)

- What does service look like for each of you?
- What is a favorite course that you teach and why?
- What has been a challenge you have come across while teaching and how did you handle it?
- What supports are there for junior faculty research?
- What grants have you applied to and gotten? Did you get a course release?
- Where do you write? How do you balance work/life?
- Where are your main collaborations? How did you establish these collaborations? Are there collaborations within or between departments?
MY QUESTIONS (DEAN)

- Where do you see the department in five years? How would you want someone in this position to contribute to that vision?
- What is the promotion, retention, and tenure process? What are the expectations for grants, teaching, and research?
- How do you support faculty at each stage of the tenure process?
- What is the salary range?
4. THE OFFER
NEGOTIATE

Salary
Rank
Course release
Research funds
Relocation fees
Window offices...
THE OFFER

TIMING
- Tricky
- Will not work in tandem with other applications

PERSPECTIVE
- They want to seal the deal as soon as possible, sometimes giving you 1-2 days to decide
Final Thoughts
Final Thoughts

- Self-care; allies; boundaries
- Manage expectations; it’s not a meritocracy, it’s a good fit
- Helpful resource
  - Recent graduates / current assistant profs
  - The Professor Is In
THANKS!

Any questions?

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www.kevin-m-wong.com