DEMystifying the Academic Job Search I:

Understanding the Search Process from the Perspective of Search Committees + Decoding Job Announcements

Andrew Green, PhD
August, 2019
www.menti.com and use the code 80 16 97

2

Go to www.menti.com

3

Enter the code 80 16 97 and
Am am a

- Graduate Student
- Postdoc
- Visiting Scholar/Student Researcher
- Other
I would prefer to be faculty at an

- R1 university
- Balance twix Research + Teaching
- Teaching-oriented college or small university
- Community College

SCROLL DOWN
Agenda

- An overview of the different types of academic institutions
- The view from the other side: the perspective of and constraints faced by search committees
- The search process timeline
- How to find job academic listings
- Using the Internet to gather useful information
The Academic Landscape

• How many major Research Universities are there in the US?

• How many Four-Year Colleges and Universities are there in the US?

Show Results

www.menti.com and use the code 80 16 97
Academic Landscape

Enrollment by Broad Category

- Special Focus: Two-Year
  - 1%
- Special Focus: Four Year
  - 4%
- Tribal Colleges
  - 0.1%
- Associate’s Colleges
  - 29%
- Baccalaureate/Associate’s Colleges
  - 6%
- Baccalaureate Colleges
  - 4%
- Master’s Colleges and Universities
  - 20%
- Doctoral Universities
  - 36%

All Are Looking for Colleagues
Where the Jobs Are – Tenure Track

• 42%  Research Universities
• 30%  Masters Degree Granting Institutions
• 12%  Baccalaureate Colleges
• 16%  Community Colleges
# THE TIMING/STAGES OF THE PROCESS

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept 2015</td>
<td>Dept Seeks Authorization For Tenure-track Hire</td>
</tr>
<tr>
<td>May 2016</td>
<td>Agree On Job Ad</td>
</tr>
<tr>
<td>Aug 2016</td>
<td>Create Search Committee</td>
</tr>
<tr>
<td>Sept 2016</td>
<td>Run Ad</td>
</tr>
<tr>
<td>Nov 2016</td>
<td>Read Files</td>
</tr>
<tr>
<td>Dec 2016</td>
<td>Decide On Long-Short List SC Presents Recommendations to Full Department</td>
</tr>
<tr>
<td>Period</td>
<td>Events</td>
</tr>
<tr>
<td>-----------------</td>
<td>------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Dec/Jan</td>
<td>- Phone Interviews/Conference Interviews/Meetings</td>
</tr>
<tr>
<td></td>
<td>- More Meetings=&gt;Fights Break Out=&gt;On-Campus Interview list Forwarded to Dean/Provost/Review Committee</td>
</tr>
<tr>
<td>Jan/Feb/March</td>
<td>- On-Campus Interviews (3-4)</td>
</tr>
<tr>
<td></td>
<td>- Research Needs/Start Up Package Discussed</td>
</tr>
<tr>
<td></td>
<td>- Job Talk</td>
</tr>
<tr>
<td>Jan/Feb/March</td>
<td>Full Dept Meets &amp; Votes</td>
</tr>
<tr>
<td>Jan/Feb/March</td>
<td>Recommendation=&gt;Provost/President</td>
</tr>
</tbody>
</table>
Home Stretch

- Initial Offer Made
- Initial Offer Rejected
- More Meetings => Second Offer Made
- Negotiations Begin
- Official Offer Letter Received
- First Paycheck/Benefits/Faculty Library Card
Where do you find job listings?

Biophysical Society

Keyword or Job Title
Location
200 mi/320

Only search position title

Application Specialist Microscopy
Rapp OptoElectronic GmbH – Wedel / Hamburg, NA, Germany
30+ days ago

Assistant Professor
Towson University – Towson, MD, United States
17 days ago
### Faculty & Research Jobs related to "chemistry"

**KEYWORDS**

chemistry

**WITHIN**

10 miles

**SORT BY**: Date

**DATE POSTED**

- **Today (11)**
- **Last 7 days (67)**
- **Last 14 days (112)**
- **Last 30 days (200)**

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Location</th>
<th>Posted Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Faculty Positions of Chemistry</strong></td>
<td>Southern University of Science and Technology (SUSTech), China</td>
<td>07/29/19</td>
</tr>
<tr>
<td><strong>Faculty Positions in Chemistry and Biochemistry</strong></td>
<td>Texas Tech University, Texas</td>
<td>07/11/19</td>
</tr>
<tr>
<td><strong>Assistant Professor of Food Science (Food Chemistry)</strong></td>
<td>University of Wisconsin-Madison, Wisconsin</td>
<td>08/08/19</td>
</tr>
<tr>
<td><strong>Chemistry</strong></td>
<td>San Jose State University, California</td>
<td>07/22/19</td>
</tr>
<tr>
<td><strong>Faculty, Chemistry</strong></td>
<td>Hagerstown Community College, Maryland</td>
<td>08/12/19</td>
</tr>
</tbody>
</table>
What Is ‘Indoctrination’? And How Do We Avoid It in Class?
David Gooblar, February 25

The idea that professors indoctrinate students is actually a very old accusation. But there are teaching strategies you can use to be sure you are promoting open-mindedness.

The Hardest Part of Writing Is Restarting
Rebecca Schuman, February 19

A tried-and-true technique can help you resume a project that has stalled for personal or professional reasons.

How to Succeed at a Teaching Demo
Kevin Gannon, February 19

Here's what job candidates need to know about preparing a sample class for an opening at a teaching-oriented college.
ChronicleVitae - Resources

Watch Previous Webinars

Covering Your Alt-Ac Cover Letter Bases
March 22, 2017 12:00 EDT
Melissa Dalgleish
Professional and Career Development Specialist

How to Organize a Job Talk
March 1, 2017 12:00 EST
Karen Kelsky
Founder and President

Preparing for Your Campus Visit

How to Start Your Academic Side
Browse Disciplines

Biochemistry 118
Bioinformatics 68
Biology 244
Biomedical Sciences 96
Biophysics 39
Biotechnology 48
Cancer Research 186
Cell Biology 162
Chemistry 62
Computer Sciences 36
Engineering 30
Faculty 253
Genetics 84
Genomics 64
Health Sciences 265
Immunology 101
Life Sciences 810
Materials Science 30
Mathematics 30
Microbiology 67
Molecular Biology 155
Neuroscience 91
Physical Sciences 165
Physics 45
Postdoc 160
Virology 27
Assistant or Associate Professor in Immunology

The University of Texas Southwestern Medical Center (UT Southwestern Medical Center)

Dallas, TX, United States

1 month ago
If you have a strong geographical focus
Mission
The Northern California HERC supports the efforts of each of its member institutions to recruit and retain outstanding faculty, administrators, and staff through the sharing of information.

Dual Career
Employment decisions often involve two careers. Our dual career section can help.

News
HERC Goes National!
Visit www.hercjobs.org to search for jobs in other regions.

Northern California HERC Members
- Butte College
- Cabrillo College
- California College of the Arts
- California Institute for Integral Studies
- California Maritime Academy
- California State University Chico
- California State University East Bay
- California State University Fresno
- California State University Monterey Bay
- Carnegie Mellon West
- Chabot-Las Positas Community College District
- College of Marin
- Community College League of California
- Contra Costa Community College District
- Defense Language Institute
- Foothill/De Anza Community College District
- Gavilan College
- Graduate Theological Union
- Hartnell College
- Hastings College of Law
- Holy Names University
- Los Rios Community College District
- Mendocino College
- Merced College
- Mills College
- Monterey Institute of International Studies
- National Hispanic University
- Naval Postgraduate School
- Notre Dame de Namur University
- Ohlone College
- Sacramento State University
- Saint Mary's College of California
- San Francisco State University
- San Francisco State University
- San Jose State University
- San José/El Camino Community College District
- San Mateo Community College District
- Santa Clara University
- Santa Rosa Junior College
- Sonoma State University
- Stanford University
- University of California, Berkeley
- University of California, Davis
- University of California, Merced
- University of California, Office of the President
- University of California, San Francisco
- University of California, Santa Cruz
- University of the Pacific
- University of San Francisco
- West Valley/Mission Community College District
<table>
<thead>
<tr>
<th>Region</th>
<th>HERC Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carolinas</td>
<td>HERC of the Carolinas</td>
<td>North Carolina and South Carolina</td>
</tr>
<tr>
<td>Central Midwest</td>
<td>Central Midwest HERC</td>
<td>Iowa, eastern Nebraska, and western Illinois</td>
</tr>
<tr>
<td>Greater Chicago Midwest</td>
<td>Greater Chicago Midwest HERC</td>
<td>northern and central Illinois, southeast Wisconsin, and northwest and central Indiana</td>
</tr>
<tr>
<td>Greater Kentucky</td>
<td>Greater Kentucky HERC</td>
<td>Commonwealth of Kentucky and southern portion of the State of Indiana</td>
</tr>
<tr>
<td>Greater Missouri</td>
<td>Greater Missouri HERC</td>
<td>Missouri and central Illinois</td>
</tr>
<tr>
<td>Greater Oregon</td>
<td>Greater Oregon HERC</td>
<td>Oregon and southern Washington</td>
</tr>
</tbody>
</table>
Category: Webinars

Four Simple Steps to Perfecting Your Elevator

You know that creating a solid letter and resume are...

Read More

Equal Pay: How to gain ground in the changing equal pay landscape

On average, women take home 80 cents to every dollar male...

Read More

Out on the Job Search: A Webinar for LGBTQ+ Higher Ed Job...

Is there a “right time” to come out to a prospective...

Read More
Found 34 jobs using the term 'biophysics'

Professor in Experimental Biophysics
- London (GB)
- £66,084 to £82,837 per annum
- KINGS COLLEGE LONDON

The Department of Physics is seeking to appoint a Professor in Experimental Biophysics to undertake internationally leading...
<table>
<thead>
<tr>
<th>Job Posting</th>
<th>District/College/City</th>
<th>Job Type</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adjunct Faculty (Biology/Science Department) #00043</td>
<td>Sequoias Community College District . VISALIA</td>
<td>Faculty</td>
<td>$54.26 - $67.14 Hourly</td>
</tr>
<tr>
<td>Adjunct Faculty Pool - Biological Sciences</td>
<td>Sierra Joint Community College District . Rocklin</td>
<td>Faculty</td>
<td>See PT Faculty Salary Sched</td>
</tr>
<tr>
<td>Adjunct Instructor - Biology</td>
<td>Cabrillo Community College District . APTOS</td>
<td>Faculty</td>
<td>$1.185 - $1.818 per unit</td>
</tr>
<tr>
<td>Adjunct Instructor - Biology</td>
<td>West Hills Community College District . COALINGA</td>
<td>Faculty</td>
<td>$68.00-$70.00/hour</td>
</tr>
</tbody>
</table>
They are all looking for colleagues, but ...

You need to know “What kind of colleague” they are looking for if you are going to frame yourself in the most effective manner.
How many of you have ever set foot on, much less attended a non-research university?

Show Results
Towson University - Assistant Professor

The Department of Physics, Astronomy, and Geosciences invites applications for a tenure-track faculty position in the area of biophysics starting Fall 2019.

• A Ph.D. in physics or a relevant area is required and postdoctoral experience is preferred.

• This position supports the Physics program and its efforts to establish a new multidisciplinary biophysics program.

• Teaching responsibilities will include introductory and upper-level physics and biology courses.

• Research responsibilities include establishment of a productive research program that involves students and pursuit of external funding.
University of Massachusetts Medical School - Program in Molecular Medicine

- The Program consists of basic scientists and physician scientists representing a broad range of disciplines in the biomedical sciences.

- The Program occupies a modern research building of approximately 80,000 square feet on an expanding Medical School campus.

- Core facilities for deep sequencing, proteomics, genotyping, fluorescence-activated cell sorting,

- The position will be highly competitive with regard to start-up funds, laboratory space and salary.

- The Program seeks an individual of outstanding research capability in any of the broadly defined areas of cell, developmental, molecular …
Interested in undergrad-oriented colleges?

New Publication Issued

CUR's new book Excellence in Mentoring Undergraduate Research critically examines mentoring practices in undergraduate research across disciplines and institutional contexts. Order your copy today!
Sources of Information about unfamiliar Colleges and Universities – Petersons.com
Stetson University

Race/Ethnicity

- Hispanic/Latino: 15.95%
- Black or African American: 7.78%
- White or Caucasian: 61.44%

Gender

- Blue: Male - 227
- Red: Female - 203

Test Scores

- SAT Critical Reading: 430
- SAT Math: 13:1
- SAT Total: 430

Faculty

- Full-time: 268
- Part-time: 162
- Total Faculty: 430

Student-Faculty Ratio: 13:1
Where To Apply

- Cast Your Bread Widely
- Job Descriptions are not “Set in Stone”
- Does Applying Commit you to Accepting*
- Allow Yourself to be Woo’ed
- Not Sure Where “Type-X” Jobs are Listed?
Other Common Questions?

- Do I Need a Postdoc? How Many Decades of Postdocs...
- What Does “Open Search” Mean?
- When to Raise the “Two-Body Problem”?
- I’m Pregnant & On the Market
His smile was gracious and his eyes sage as he took my CV, and began the diagnostic. "Ah," intoned the Eminence, "perhaps you are the victim of a basic misunderstanding. This is a sales document."

*On The Market*
What was made more clear by today’s presentation?

What topic deserved more time?