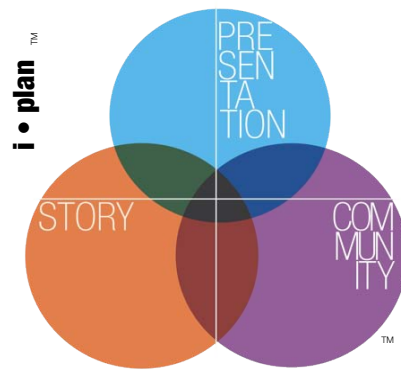


Navigating a Challenging Academic Job Market

The Career Center
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Not when, but how...



You may be wondering...

***When should I
start my Job
search?***



Typical Approach

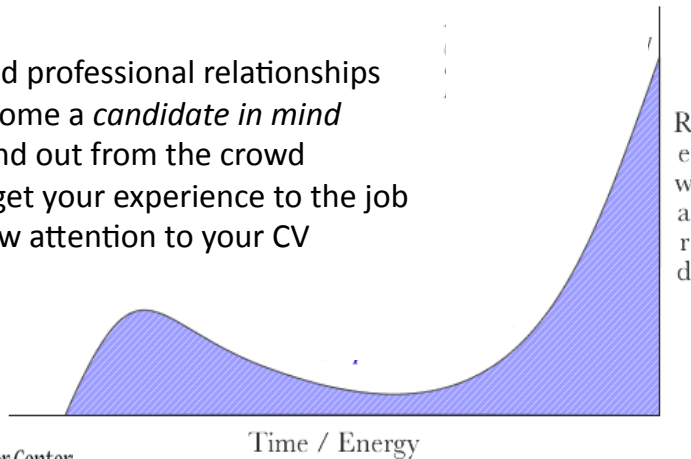


(Hint: Don't rely on this to get you a job!)



To navigate this market you need to get a head of the “posting curve”

- Build professional relationships
- Become a *candidate in mind*
- Stand out from the crowd
- Target your experience to the job
- Draw attention to your CV



How Do You Stand Out?

- Be in the KNOW:
 - Know your story - skills, goals, research
 - Know the job are you seeking
 - Know the institution/department
- Connect your materials to the job



Building Professional Communities

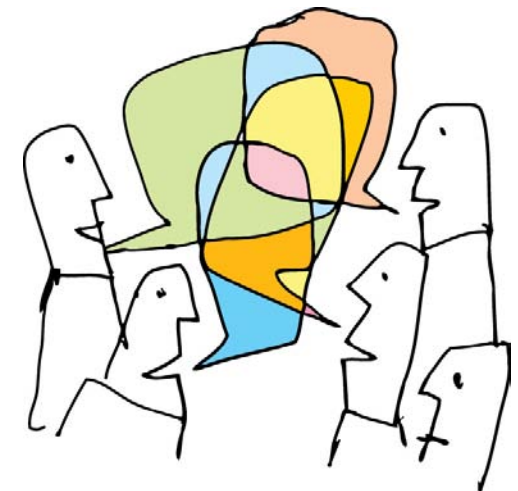
- Personal network:
advisor, faculty, peers
- Professional associations
- Social networking:
e.g., LinkedIn, BioCrowd
- Direct inquiry



Building Relationships: Initiating the Conversation

Face-to-face
E-mail
LinkedIn profile
Cold calls
Conferences

***Play to your
strengths!***



Strategies for Success

- Prepare & practice conversation
- Play to your strengths
- Find common ground
- Start with who you know
- Don't pick favorite first
- Seek out alumni



Effective Follow-up



- You gotta' give to get
- Thank you note is **not** overrated!
- Do what the contact suggests
- Update contacts on your progress
- Don't overlook the intrinsic give-backs
- Plan ahead & schedule follow-up

The Intersection of Your Priorities & Job Options

- Institutional/departmental characteristics
- Geographic preferences
- Alternative career paths & plans
- Dual careers/family considerations



Understand the Market

- Assess hiring outlook in your discipline
- How broad is the market?
- When, where & how are openings publicized?
- Research via professional associations, faculty & fellow students, publications



Alternative Academic Paths

- Non-tenure positions
- Lecturer
- Visiting/Adjunct
- Community colleges
- Online courses/institutions
- Non-academic options
(eg., consulting, think tanks)



Organize Your Search

- Maintain files of institutional information
- Record all contacts made
- Keep copies of correspondence
- Maintain record of personal impressions
- Record activity of others on your behalf
- Stay in touch with key contacts
- Maintain record of expenses



Career Center Resources

- Career counseling
- C.V. & cover letter critiques
- Job search strategies/Interview process
- Dual career couple job search issues
- Evaluating/negotiating job offers
- Workshops
- Career assessment tests
- Reference Letter Service
- Mock interviews

