

Elements of a Job Application in Psychology

Slides will be posted online

Types of Jobs in Psych

- Faculty positions
 - Research only (sometimes soft money)
 - Research-emphasis (some teaching)
 - Research & Teaching
 - Undergraduate teaching/mentorship & Research (Liberal Arts)
 - Teaching-emphasis (likely with little time for research)

Types of Jobs, continued

- Non-faculty positions
 - Research only--lab/industry positions
 - Teaching only--lecturer-type positions
 - Sometimes teaching-only/sometimes include research--Visiting Assistant Professor positions

Job Applications

- CV--gets the main points across
 - Julie's workshop
 - Don't make font too tiny
 - Think about organization--what goes first?
 - Be selective--early on, list some things you will remove later
 - Print single-sided--don't make it seem thinner than it is

Job Applications, continued

- Research Statement
 - Give a sense of what your research focuses on
 - And what it is likely to focus on if you get the job there
 - any likely collaborators?
 - opportunities for undergraduates?
 - what would your first grant be about?
 - Position your work in the relevant literature
 - Show how reprints fit within larger picture

Job Applications, continued

- Reprints
 - Sometimes requested electronically
 - Early on, may be all your papers, including 2nd author

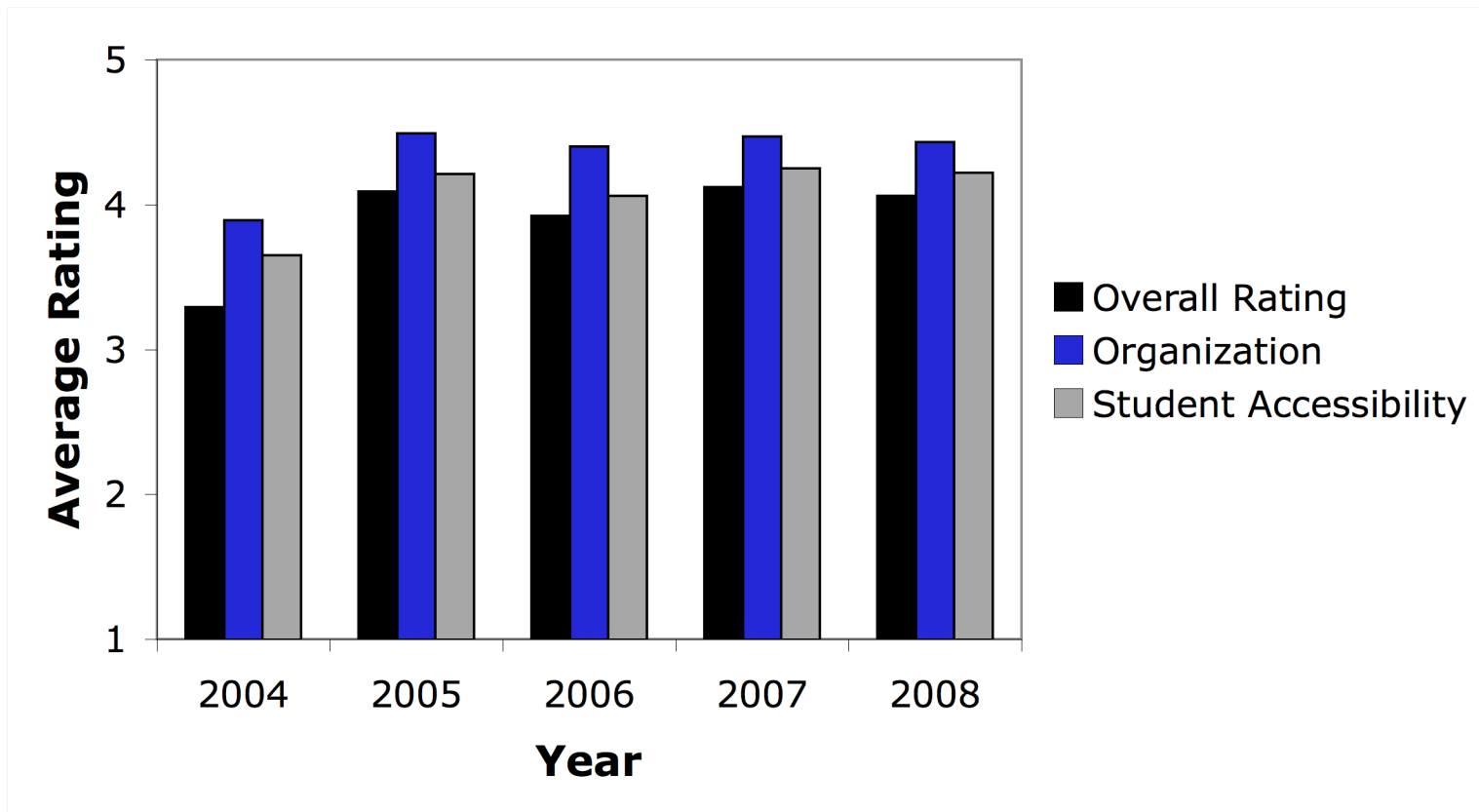
Job Applications, continued

- Teaching “statement” or “portfolio”
 - Statement of teaching interests
 - Teaching philosophy
 - Teaching evaluations
 - Sample syllabi, assignments
 - Can include brief student testimonials
- Include mentoring of undergraduates
- Include teaching evaluations (figure?)
- Include courses taught (table?)

Teaching Overview

	Semesters Taught	Typical Enrollment	Level
Bilingualism	Spring 2006	11	Graduate
Bilingualism	Spring 2008	20 / 8	Undergrad/ Graduate
Cog Professional Development	Spring 2007, Fall 2007, Spring 2008	15	Graduate
Intro Psych	Fall 2004- 2009	360	Undergrad

Teaching Evaluations



Job Applications, continued

- Letters of recommendation
 - Ask early
 - Provide letter-writers with details they can use in writing your letter
 - When you entered the program
 - Grade(s) you got in their class(es)
 - Explain what type of job you are applying for
 - Ask if they want envelopes
- Transcripts!?!
 - It depends on the type of job...

Research-emphasis

- HARVARD UNIVERSITY—THE DEPARTMENT OF PSYCHOLOGY: anticipates making one tenure-track appointment at the assistant professor level to begin July 1, 2010. The Department conducts experimental research in several areas, including cognition, brain and behavior; psychopathology and clinical psychology; developmental psychology; and social psychology. Faculty and students in the Department have access to a recently opened state-of-the-art brain imaging facility located nearby the Department. We are particularly interested in individuals who are **working in the areas of judgment and decision making/neuro-economics, developmental cognitive neuroscience, or human behavioral genetics/brain genomics**. Candidates should expect to have completed the requirements for the Ph.D. prior to appointment and to have demonstrated a **promise of excellence in both research and teaching. Teaching duties will include: offerings at both undergraduate and graduate levels.** Candidates should submit a **curriculum vitae and representative reprints, and have at least three letters of recommendation** sent to: Psychology Search Committee, Harvard University, Department of Psychology, WJH 230, 33 Kirkland St., Cambridge, MA 02138. The closing date for applying is October 1 2009. Applications from women and minority groups are strongly encouraged. Harvard University is an Affirmative Action/Equal Opportunity Employer.

Research-emphasis

Cognitive Neuroscience/Cognitive Psychology Faculty Position Johns Hopkins University: The Johns Hopkins University Department of Psychological and Brain Sciences seeks applications for one or more tenure-track or tenured faculty positions (open rank) in Human Cognitive Neuroscience/Cognitive Psychology. Applicants should have **interests and expertise in** human perception, memory, and/or cognition (broadly construed) using one or more methods of cognitive neuroscience and/or cognitive psychology (e.g., functional neuroimaging; psychophysics; computational modeling; neurogenetics). An earned Ph.D. in cognitive neuroscience, cognitive psychology, or a related field is required.

Review of applications will begin on October 15, 2009 and continue until the position is filled. Send a **curriculum vitae, a statement of research and teaching interests, and up to three articles as electronic attachments** to: pbsfaculty@jhu.edu. Candidates for Assistant Professor should arrange to have **three letters of recommendation** sent to pbsfaculty@jhu.edu; letter writers should include the applicant's last name in the subject line of their messages. The Johns Hopkins University is an Affirmative Action/Equal Opportunity Employer.

Liberal Arts

Clinical Psychology, Department of Psychology, Gettysburg College.

Gettysburg College invites applications for a tenure-track position in the Department of Psychology at the Assistant Professor level beginning fall, 2010. Candidates for the position should have a Ph.D. in clinical science or clinical psychology from an APA accredited program. Only applicants with a **strongly scientific approach, a commitment to undergraduate teaching, and a record of promising research** will be considered. The area of specialization within clinical psychology is open. **The normal teaching load is five courses/academic year and course responsibilities include personality psychology, abnormal psychology, and an upper level laboratory course in the candidate's area of specialization. Other teaching responsibilities may include general psychology and statistics or experimental methods.**

Send letter of application including a **statement of teaching and research interests, curriculum vitae, reprints/preprints, and three letters of recommendation** to: Steve Sivi, Chair, Department of Psychology, Box 407, Gettysburg College, Gettysburg, PA 17325.

Gettysburg College is a highly selective liberal arts college located within 90 minutes of the Baltimore/Washington metropolitan area. Established in 1832, the College has a rich history and is situated on a 220-acre campus with an enrollment of over 2,500 students.

Liberal Arts

The Department of Psychology at Lycoming College invites applications for a tenure-track appointment in Psychology to begin August 2010. The successful applicant will **be able to teach Introductory Psychology, Experimental Psychology/Research Methods, and Physiological Psychology**. Courses such as Cognitive Psychology and biologically-oriented courses such as Drugs and Behavior could be taught based on applicant preference. The successful applicant for this position will have **clear evidence of high quality teaching skills and abilities, as well as the ability to establish a research program and supervise student research**.

REQUIREMENTS & QUALIFICATIONS: Ph.D. in Psychology (Biopsychology, Physiological Psychology, and/or Behavioral Neuroscience preferably) is required for the position, but ABD's in their final stages of completion will be considered and are encouraged to apply.

TO APPLY: Interested applicants should send **curriculum vitae, undergraduate and graduate transcripts, three letters of reference, statement of teaching philosophy, reprints of publications, and student evaluations (if available)**

Teaching, little research?

The History and Social Sciences Department at Columbia College invites applications for a tenure-track assistant/associate professor in developmental psychology. Employment will begin August 2010. Ph.D. in psychology by August 2010 required. The successful candidate will be a developmental generalist able to **provide inspired teaching in courses on lifespan developmental psychology, child psychology, adolescent psychology, adult psychology and general psychology.** The successful candidate also should be **willing to teach courses in research design and statistics for behavioral and natural sciences.** Preference will be given to applicants who demonstrate dedication to teaching excellence, including supervising original undergraduate research. **Normal teaching load is four courses (12 hours) each semester. Professional development, advising and service are expected.**

Columbia College, founded in 1851, is a private, coeducational institution offering associate, baccalaureate and master's degrees.

Applications will be accepted through December 1, 2009. Candidates must submit a **letter of application, a current curriculum vitae, statement of teaching philosophy, official graduate transcripts, three letters of reference and evidence of teaching effectiveness**

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Things to Remember

- Your portfolio should include “selected information on teaching, research, and service activities that portray an appropriate balance of professional activities and provide solid evidence of their effectiveness”
 - Seldin & Miller, *The Academic Portfolio*

More Things to Remember

- Be concise--try to keep statements to a couple of pages
- Help the reader by making things easy to read/see (no tiny fonts, use tables/figures where appropriate)
- Adjust your application for the job you want (is it more teaching-focused or research-focused?)

Job Interviews

- Also differ based on the type of job:
 - Teaching-only or teaching-emphasis jobs may require you to teach a class during the interview
 - May also ask for a sample syllabus for a *particular* course

Some Resources

- <http://depts.washington.edu/cidrweb/resources/topics.html>
- Darley et al., *The Compleat Academic: A Career Guide*
- Seldin & Miller, *The Academic Portfolio*
- Teaching portfolio workshops at Pitt (10/29 and 11/10)
 - <http://www.cidde.pitt.edu/lo/register.htm> scroll down to Workshops for TAs

Questions?

- Some job listings ask for reprints and preprints of articles while others do not. Should I only include them if they are specifically asked for, or is it okay to include them? Also, should I just include first-authored papers, or all of them?
- Also, with regards to the statement of teaching interests. Several university websites said that the "statement of teaching interests" is typically expected to be a teaching portfolio. I haven't seen a single job ad that asks for a teaching portfolio, so should I assume that they conceptualize the "statement of teaching interests" as a teaching portfolio and send it along too?

Thank you

Thanks to Carol de Arment and
Sarah Coddington

Job Ads

- UMass Boston announces tenure track Assistant Professor vacancy in Cognitive Neuroscience beginning Fall, 2002. Ph.D. in Psychology or related discipline, superior program of research, and potential for excellence in teaching required. Substantial cognitive background, ability to teach statistics, and research program in attention, perception, memory, vision, language, and motor systems desired. Submit c.v., letter describing research and teaching interests, publication (p)reprints, and 3 recommendation letters

- The Department of Psychology, University of California, Riverside, invites applications for two tenure-track Assistant Professor positions in Cognitive Psychology, beginning July 1, 2002. The Ph.D. degree is required at the time of the appointment. Salary will be commensurate with education and experience. We seek applicants whose research investigates fundamental mechanisms of cognition including memory, language, perception, or attention, which are areas of strength within the current program. We are also interested in individuals whose research is relevant to cognitive aging. **Applicants should also be committed to excellence in undergraduate and graduate education.** Review of completed applications will begin Oct. 15, 2001 and continue until the position is filled.
- Interested candidates should send **their curriculum vitae, reprints, a cover letter describing research and teaching interests, and arrange to have three letters of recommendation** sent to:

- WILLIAMS COLLEGE DEPARTMENT OF PSYCHOLOGY: seeks candidates for a tenure-track position in Cognitive Psychology beginning July 1, 2002. The appointment will normally be at the beginning assistant professor level, although a more senior appointment is possible under special circumstances. Candidates should have Ph.D. in hand or completed within one year of appointment. Area of specialization is open. The normal course load consists of a survey course on Cognitive Psychology, the cognitive section of a team-taught Introductory Psychology course, an advanced research seminar in the candidate's area of interest, and either a Research Methods course or an upper level seminar. We seek gifted teachers and scholars who can involve students in their research. We offer excellent facilities, research support, highly capable students and competitive salaries. Deadline is November 1, 2001. Send vitae, three letters of reference, selected reprints or preprints, and information on teaching experience and effectiveness to