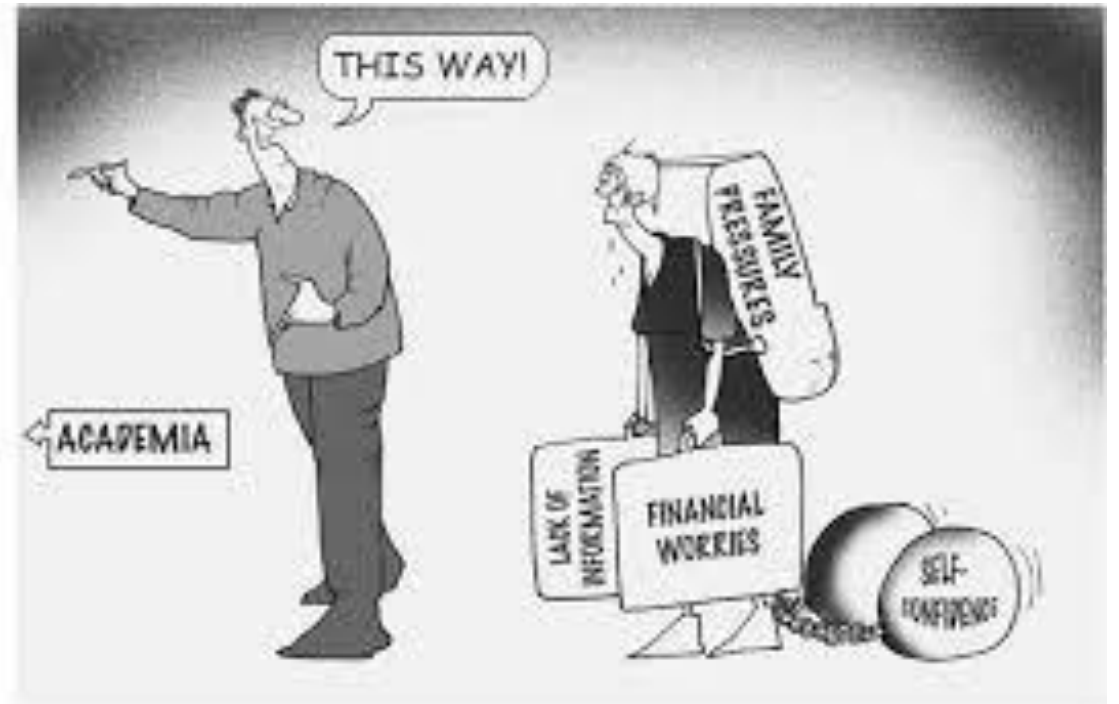


Successful applications

# Set the scene

- Very competitive
- Few permanent posts/lectureship
- Little opportunity to progress



© fran@francartoons.com

# Cover letter/CV

- Essential/Desirable skills → Cover letter
- What do you bring to this job
- Know what makes you different
  
- High light achievements in your CV
- Have an overview (table) at start, depending on job **Research or lecturing**
  - Overview of publications
  - Total funding
  - Main areas of lecturing
  - Other?

Citation indices	All	Since 2010
Citations	918	633
h-index	18	15
i10-index	23	19



# Interview

- If you get an interview, see this as an accomplishment! Learn!
- Presentation
- Show initiative:
  - By publishing
  - Background job
  - Prepare question you can ask
- Questions often structured
  - Administration
  - Lecturing
  - Research
- Anticipated challenges in proposed job/how to manage/your skills

## I. Types of Positions and Their Requirements

### a. Research Position (e.g. Research Assistant, Postdoctoral Researcher)

- i. Projects you have completed
- ii. Quantitative and qualitative methods and data analysis
- iii. Evidence of managing a project
- iv. Evidence of conference presentations and journal submissions

### b. Lecturer Position

- i. Research experience – methods, project management, track record
- ii. Publications – conferences, journals, professional presentations, review process
- iii. Teaching – classes taught vs. TA'd, evidence of developing and delivering a course
- iv. Your contribution to that department – how do you fit in and what can you bring *that's different* (e.g. what new courses to teach, what research you bring, with whom would you collaborate)

### c. Industry Position

- i. Project management experience
- ii. Working effectively with teams – how did you manage a difficult situation
- iii. Leadership experience – any time you led, developed, implemented something
- iv. Facilitation experience – teaching 3<sup>rd</sup>-level and/or industry, facilitating seminars/workshops/conferences

# Tips

- Ask HR who is on your panel
- Contact PI re job
- Ask for feedback (good or bad), get report from HR
- Don't take it personal!