

FINDING A JOB

Peter WG Tennant

- CVs,
- Application/Cover Letters

ABOUT ME

NEW JOB (Aug-15):

- University Academic Fellow (Leeds)

PREVIOUS (Aug-07 to Mar 15):

- Research Assistant/Associate (Newcastle)

Shhh... (Jan-12 to ???)

- PhD Student (Newcastle)

RECENT EXPERIENCE

UAF Posts:

- 5-year tenure-track MCR positions

Application consisted of:

- CV
- Two-page research plan (cover letter)

Interview:

- 20 minutes presentation, with 10 minutes questions
- 60 minute panel interview

Academic CVs

- Quite different to 'ordinary' CVs
- Yet... Share certain important/common rules
- Content matters... but so do the 'basics'!

★ ACADEMIC TOP TRUMPS ★



CATCHPHRASES

'That deserves cake!'

'Have you heard of the Society for Social Medicine?'

'They clearly haven't a clue what they're talking about'

'That definitely deserves cake!'

Peter WG Tennant

Publications

2 8

H-Index

1 4

Years in servitude

8

Desk tidiness

3

Biscuits eaten

1 1 7 3

Meetings missed

2 5

CV BASICS

Be neat:

- Use ONE, clear, consistent font style
- **CAPITALISE & BOLD** headings, **bold** for sub-headings
- Don't overcrowd with detail, use whitespace wisely

Be practical:

- Write your name on each page (not CV)
- Use page numbers
- Don't staple pages together
- Get it proof read

CV BASICS

Style:

- Use bullet points / write in statements
- Use buzz-verbs at the beginning of each statement
- Eg.
 - ***Analysed*** association between desk tidiness and biscuit consumption
 - ***Organised*** one-day workshop for SSM ECRs, entitled 'Help, I'm trapped in a talk about CVs'

BUZZ-VERBS

Achieved

Administered

Advised

Analysed

Assessed

Arranged

Budgeted

Calculated

Completed

Conducted

Controlled

Co-ordinated

Created

Designed

Devised

Developed

Discovered

Distributed

Evaluated

Examined

Explained

Increased

Instructed

Liaised

Managed

Monitored

Negotiated

Organised

Planned

Promoted

Recommended

Reformed

Represented

Researched

Responsible for

Resulted

Selected

Sold

Solved

Supervised

Taught

Tested

Trained

Welcomed



ACADEMIC CVS

Things to include

- Your PhD (with a synopsis)
- Research interests
- Methodologies and techniques
- Publications (and, separately, published abstracts!)
- Grants
- Presentations
- Prizes and awards (include SSM free place!)
- Teaching experience (especially supervision)
- Administrative skills

ACADEMIC CVS

You never know when you might need your CV:

- Keep your CV up to date, add abstracts, papers, talks etc. as soon as you hear about them.
- Make it a habit
 - *Good-news = buy cake + update CV (+ web profile)*
- **BUT...**
- When you apply for a job, tailor your CV to **THAT** job.
 - *Highlight the skills applicable to that post*
 - *Rejig the order, provide more/less detail etc.*

MY CV

CURRICULUM VITAE (MR PETER WILLIAM GEORGE TENNANT)

CONTACT DETAILS

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		Mobile Telephone:	+44(0)798 010 3732
		Email:	peter.tennant@ncl.ac.uk

HIGHER EDUCATION AND QUALIFICATIONS

Oct 2011—Dec 2014:	Newcastle University PhD. Epidemiology (Ongoing)
Oct 2005—Sep 2006:	University of Leeds MSc. Biosciences (Distinction)
Oct 2002—Jun 2005:	Durham University BSc. Natural Sciences, Biology with Mathematics (2:1)
Sep 2000—Jun 2002:	Allerton Grange High School A-Levels: Biology (A), Chemistry (A), General Studies (A), Mathematics (A), Physics (A). AS-Levels: Further Mathematics (A)
Sep 1995—Jun 2000:	Oakwood High School GCSEs: English Language (A*), English Literature (A*), Geography (A*), History (A)

RESEARCH SKILLS & EXPERTISE

- Disciplines:** ▪ Epidemiology ▪ Biostatistics ▪ Medical Statistics
- Research areas:** ▪ Perinatal health ▪ Child health ▪ Non-communicable diseases
- Software:** ▪ Word ▪ PowerPoint ▪ Excel ▪ Publisher ▪ Photoshop ▪ Endnote ▪ Stata ▪ MLwiN
- Statistical techniques:** ▪ All basic techniques ▪ Survey statistics ▪ Sample size statistics ▪ Generalised linear modelling
▪ Segmented regression ▪ Multi-level modelling ▪ Path-analysis ▪ Survival-analysis ▪ Competing risk regression
▪ ARIMA modelling ▪ Meta-analysis ▪ Multiple imputation ▪ Bootstrapping
- Writing:** ▪ Articles ▪ Grant applications ▪ Research letters ▪ Critical reviews ▪ Press releases ▪ Blog posts
- Presenting:** ▪ Lectures ▪ Seminars ▪ Workshops ▪ Posters
- Other:** ▪ Data handling ▪ Literature searching ▪ Questionnaire design ▪ Figures and illustrations

APPLICATION/COVER LETTER

Often the **FIRST** thing that will be read

- Equally important as CV
- Frequently neglected

Key features:

- Tailored to post
- Not a repeat of CV
- **Show what you will bring to post**, not simply say how great you are

APPLICATION/COVER LETTER

Job Description

Reports to: Head of School

Main Duties and Responsibilities

Research, Innovation and Impact

- Pursue a programme of individual and collaborative research, resulting in high quality publications and a national and international profile and engaging with industry as appropriate to attract and co-ordinate major initiatives.
- Promote the integration of your own research area with other research interests and themes, in the school, faculty and University.
- Attract research income on an individual and collaborative basis according to an agreed plan, as appropriate to the field or discipline, to support high quality research activity.
- Develop a strategy to ensure that your research has the potential for impact beyond academia.

Student Education

- Undertake research-led teaching at undergraduate and/or postgraduate level, with engagement in continual improvement in response to student and other feedback.
- Contribute to the design, development and planning of modules and policy within the subject area as required.
- Work in line with the University's Partnership agreement and with our students as members of a learning community to provide outstanding education and an excellent student experience.

Academic Leadership

- Contribute to the management of the school by taking on appropriate leadership, management and administrative responsibility.
- Lead academic initiatives and projects in research and student education which facilitate school, faculty and/or University development.
- Participate in the recruitment, management and development of staff as well as acting as a mentor to less experienced colleagues.
- Contribute to the development of the discipline or research area, e.g.

EDUCATION, TRAINING & CAPACITY BUILDING

I have taken several opportunities to teach epidemiological methods to masters students at Newcastle University; receiving consistently positive feedback. My primary pedagogic interest, however, is the demystification and transference of analytical skills to improve confidence and competence within the community of applied health researchers.

During the past last three years, I have run a popular workshop teaching staff and students how to perform and interpret meta-analyses. As a University Academic Fellow, I intend to design and deliver similar workshops for both essential and emerging techniques to help improve the epidemiological capacity within the *School of Healthcare* and/or *Faculty of Medicine and Health*. In time, I anticipate these will be monetised as external training courses.

On an individual basis, I have regular experience of mentoring and training staff in epidemiology and Stata. In this way, I believe I add value considerably beyond my own outputs. I am nevertheless keen to increase my contribution to formal student supervision, managing junior researchers, and participating in recognised mentoring schemes.

ACADEMIC LEADERSHIP

I am highly recognised and active within the *Society for Social Medicine (SSM)*; the UK's principal learned society to focus on population health research. During 2011-2013, I served on the Society's newly-formed Early Career Researcher (ECR) Subcommittee. I chaired the subcommittee in 2012, and lead the organisation of the Society's first one-day event for ECRs (hosted at the *London School of Hygiene and Tropical Medicine* and funded by the MRC and Wellcome Trust). I also co-organised workshops for ECRs at the Society's Annual Scientific Meetings in 2011 and 2013. I am keen to contribute this experience of training and development within the *School of Healthcare* and *Faculty of Medicine and Health*, as I currently do within the *Institute of Health & Society* (where I serve on the local Early Career Research Group).

From 2015, I will re-join the SSM's main committee as Treasurer-Elect in advance of starting a 5-year executive post as Honorary Treasurer in 2016. Thus, while in post as a University Academic Fellow, I will also be taking a prominent role in shaping a Society with clear and genuine relevance to the *School of Healthcare*.

IMPACT, ENGAGEMENT, & OUTREACH

IMPACT

My work has direct relevance to the NHS and population as a whole. My research into the continuous association between glycosylated haemoglobin and adverse pregnancy outcome, for example, has led directly to changes to the forthcoming NICE guidelines on the management of diabetes in pregnancy.

ENGAGEMENT & OUTREACH

I am an expert user of social media, and have over 1000 followers on my professional Twitter account (@Peter_Tennant) which I use to gather and develop research opportunities, highlight and address methodological questions, and share and receive details of publications. Over the last two years, I have also written several popular posts for the Fuse Open Science Blog and taken part in Bright Club, the stand-up comedy public-engagement event. I am keen to maximise my outreach skills by applying for a British Science Association Media Fellowship. Although I have familiarity with preparing press-releases, I believe gaining direct experience in the media setting will be valuable for increasing the profile and impact of research conducted at the *School of Healthcare*.

Regarding engagement, I have over 2000 followers on my lay Twitter account (@bdogrunner), through which I am connected with a vast range of stakeholder with interests in mental health. The corresponding blog (#BlackDogRunner) has been shortlisted for a Mind Media Award. Through #BlackDogRunner I have also initiated discussions with the McPin Foundation, a charity focussed on mental-health research, about forthcoming opportunities for collaboration.

APPLICATION/COVER LETTER

Show what you will bring to them!

RESEARCH PROGRAMME

UNDERPINNING APPLIED HEALTH RESEARCH WITHIN THE *SCHOOL OF HEALTHCARE*

As an applied epidemiologist with substantial experience of analysing, presenting, and publishing data from a number of settings, I bring expertise that are recognised as lacking within the current research workforce. For 25% FTE I will therefore follow a flexible programme of research that harmonises my principal interest in the adaptation and use of high-quality and emerging analytical methods with a range of existing and developing themes within the *School of Healthcare*.

The need to create a Patient Reported Outcome Measure (PROM) for the quantification of chronic pelvic pain (work being carried out by Linda McGowan), for example, matches my intention to train and develop expertise in psychometrics with a known area of methodological need. This, and other psychometric investigations, will benefit from a pre-existing association with Mike Horton, Director of the *Psychometric Laboratory for Health Sciences* in the *Leeds Institute for Rheumatic and Musculoskeletal Medicine*.

In addition, I intend to spend another 25% FTE pursuing a range of observational research within the School's *Maternal, Child, and Family Health* theme to deliver and extend the evidence that underpins and drives the existing programme of applied health research. Preliminary discussions with Linda McGowan indicate this research is likely to include modelling screening pathways for women with suspected gestational diabetes and the influences and consequences of maternal mental health and wellbeing.

APPLICATION/COVER LETTER BASICS

- Start strong - put your most relevant evidence first
- Show enthusiasm
- Focus on achievements, not just duties
- Use examples -> provide evidence
 - *E.g. My work has direct relevance to the NHS and population as a whole. My research into the motivational power of biscuits, for example, led to...*
- Use buzz-verbs
- **DO YOUR RESEARCH!**

TOP TIP

Be proactive!

- Keep your CV up to date (you never know when you might need it)
- Chat to people in your field at conferences – and please please please talk to them (or at least email them) when opportunities arise **before** making an application!