Interviewing For and Landing a Faculty Position at a Primarily Undergraduate Institution (PUI)

Michael A. Palladino, Ph.D. (Monmouth University)
Jason G. Gillmore, Ph.D. (Hope College)
Carol Strong, Ph.D. (University of Arkansas-Monticello)

March 5, 2016
1:45 – 3:15 pm
Room 220, Secchia Center
Workshop Format

I. Introductions, Workshop Overview and Intro. to Searching for a Faculty Position at a PUI (30 min)

II. Mock Interview Sessions (3 concurrent; 40 min)
   • 20 min “interview”
   • 20 min interview debrief, Q&A with presenter and audience

III. Reconvened Group Session (20 min)
   • Time permitting – negotiating an offer and follow-up discussion on crafting good research and teaching statements
From: The Carnegie Foundation for the Advancement of Teaching (www.carnegiefoundation.org/)
Faculty Life at a PUI: Time Demands

Theory

Service

- ~10%

Scholarship

- ~30-40%

Teaching

- ~50%, 9 or 10 months

Reality

Service:
- Student Advising
- Dept., School & Univ. Committees
- Professional Societies

Scholarship:
- Proposal & Manuscript Writing
- Planning & Executing Experiments
- Ordering Lab Supplies
- Conference Presentations
- Literature Review
- Mentoring Students

Teaching:
- Class Preparation
- Curriculum Revision & New Courses
- Grading
- Office Hours
Finding a Faculty Position at a PUI

Search:

Now Listing 20,871 Jobs at 2,194 Institutions
448 New Jobs Today (updated continually)
Tenure-Track, Assistant Professor in Biochemistry

The Department of Chemistry and Physics at Monmouth University invites applications for a tenure-track Assistant Professor in Biochemistry. A Ph.D. in Chemistry or Biochemistry with research experience in chemical biology, bioorganic, bioinorganic, or biophysical chemistry is required.

The successful candidate must have a commitment to high-quality teaching in a liberal arts setting and the ability to maintain a research program involving undergraduate students.

Preferred qualifications for ideal candidates include:

• Demonstrated potential for teaching excellence in undergraduate courses;

• Strong desire to pursue a teacher-scholar model of faculty development involving undergraduate students in faculty-directed research;

• Potential for mentoring undergraduate students and producing scholarly outcomes;

• Postdoctoral experience;

• The ability to teach introductory chemistry lecture and laboratory courses;

• The ability develop and teach a year-long biochemistry course for majors and other specialized courses that complement the curriculum for chemistry majors.
Applying For a Faculty Position at a PUI

What You’ll Need:
- Cover Letter
  - Address key points in ad
- c.v.
- Research Plans/Statement
  - How to Involve UGs
  - Potential for independent, sustainable area(s) of research and scholarship
- Teaching Philosophy/Statement
- Teaching Evaluations? Evidence of Teaching Effectiveness?
- Start-up “Wish List”
  - Facilities and Equipment
  - Supply Budget
  - Appropriate Letters of Support
  - Evidence of working with UG students?
Interviewing: What To Expect

Teaching Seminar (~20 -30 min.)
- Impromptu?
- Predetermined
- Are You: Communicating Clearly, Passionate, Accurate, Engaging & Interacting with Students.

Research Seminar (45 min.)
- Quality, Current Science?
- Explain Research to Students?
- Future Work – Potential to Involve UGs
- Lab Needs Supported by Institution?
- Potential for Sustained Productivity (Grants & Pubs)

Meetings:
- Faculty, students, Dean, Provost or designee
- Evaluated by all

Phone or Skype Interview

Campus Visit (1-2 days)
Mock Interviews

Michael Palladino (Biology; room 220)
Jason Gillmore (Chemistry; room 221)
Carol Strong (Humanities/Social Sciences; room 130)
The Offer & Negotiations: What To Expect

• Salary Range; Assistant Professor: $72-81K
  – Check AAUP.org
  – 9 or 10 month contract? Teaching load? Lab?
  – Summer $$: teaching, research, grant support?
• Dedicated Student-Faculty Lab Space
• Start-up Budget & Instrumentation
• Relocation Expenses
• Travel Funds (you, students)
• Understand Tenure & Promotion Process & Expectations? (6 yrs to tenure typical)
The Offer & Negotiations: Additional Considerations

- Tuition Remission/Exchange?
- Load Reduction(s)?
- “Match” for Grants
- Healthcare Costs?
- Retirement Plan?
- Unionized Faculty?
- Annual Raises?
- Tech Support for Lab and Research Prep? TA help?
- Funding for UG Student Researchers?
- Housing Assistance?

Specify Details in Appointment Letter: Department Chairs & Deans Change!
Resources

Council on Undergraduate Research (CUR; www.cur.org)

CUR Institutes
- Beginning a Research Program in the Natural Sciences at a PUI (Nov.)
- CUR Dialogues (Feb.)
- Proposal Writing Institute (July)

Booklets
- How to Get a Tenure-Track Position at a Predominantly Undergraduate Institution (Bushey et al.)
- How to Get Started in Research (Goodwin et al.)
- How to Mentor Undergraduate Researchers (Temple et al.)
- How to Get Started in STEM Research With Undergraduates (Schuh)
American Society for Cell Biology (ASCB) – Career Development Website: www.ascb.org

- Tips for Writing a Teaching Statement.
- Career Advice for Life Scientists.

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American Chemical Society (ACS) – Career Planning Website: www.acs.org

Examples:
- And Gladly Teach, 2e. (Schwartz, A.T. et al., 2006)
- Writing the Research Plan for Your Academic Job Description (Gillmore, J.G.)

Thank you!

Michael Palladino (mpalladi@monmouth.edu)
Jason Gillmore (gillmore@hope.edu)
Carol Strong (strong@uamont.edu)