

# Academic Job Search Series 2020

3:30 – 5:00 PM via Zoom

For more information visit: [ouab.osu.edu](https://ouab.osu.edu)

To register: [go.osu.edu/ajs2020](https://go.osu.edu/ajs2020)

Oct. 20

## • The Process Overview

- This workshop will provide useful information about the job search process in academia. Information will be provided about helpful tips when starting your job search, where and how to look for openings, as well as what materials need to be prepared.

Oct. 27

## • Curriculum Vitae and Cover Letters

- This workshop will address how to write vitae and cover letters when searching for jobs in academia. Importance will be placed on format and content while highlighting career tips useful when applying for positions with a teaching and/or research emphasis.

Nov. 3

## • Teaching, Research and Diversity Statements

- We'll provide an overview of teaching, research, and diversity statements, describe how they are used in the academic job search process, and provide guidance on how to write them. There will be opportunities during the session to start the process of writing these statements.

Nov. 10

## • The Interview

- Career Counseling and Support Services will be presenting an interview skills workshop. The focus of the Workshop will be on being proactive in the interview so that students feel that they have control over what is being communicated and strategies for answering specific questions that are commonly asked.

Nov. 17

## • Negotiating the Job Offer

- Learn what to do when a search committee is prepared to offer you a faculty position. We'll provide strategies for responding to a department's offer, share some of the common elements of job offers around which candidates might negotiate, and introduce approaches that can help both parties—the job candidate and the hiring department—communicate effectively throughout the process of negotiation.

**Accommodations:** *If you require an accommodation such as live captioning or ASL interpretation to participate in these events, please contact Kerry Hodak at [hodak.2@osu.edu](mailto:hodak.2@osu.edu) or 614-292-0253.*

*Requests made two weeks in advance will generally allow us to provide seamless access, but the university will make every effort to meet requests made after this date.*



THE OHIO STATE UNIVERSITY

OFFICE OF STUDENT LIFE

