



# Nuts & Bolts of the Academic Job Search

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# During Graduate School

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- Publications, Conferences, Teaching
  - Convey to advisor faculty interest
- Networking (3-5 references needed)
  - @ MIT
  - Conferences (source of openings)
- Involvement in department activities
  - Department student rep?
  - Student search committee?
- Keep eye out for openings



# The Application Process

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- The package (4 elements)
  - Cover letter
  - CV
  - Research Statement (hardest part!!!)
  - Teaching Statement
- Get input from friends, labmates, advisor, career services
- Submit applications to openings even if they are not completely relevant to your research area



# Interview Prep

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- Talk to search head
- Make slides early and practice with many audiences
  - Talk is different than typical research talk
- Ask for schedule ahead of time
  - Request early research talk time
  - Read-up on faculty members and think about areas of collaboration
- Think about research directions, funding, teaching plans, startup package needs



# The Big Day(s)

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- 1-2 day interviews
  - 30 minute meetings - "conversations"
- Number of presentations vary
  - Research Talk
  - Vision Talk
  - Teaching Talk/Lecture
- Enthusiasm is important - you want people to be excited about you and your work



# The Aftermath

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- Follow-up emails
- Waiting time varies: days-weeks
- Submitting equipment list and startup costs
- The negotiations
  - More than one offer accelerates process and package
  - Ask others about "typical" package
    - Student funding, equipment \$, lab space, summer salary
  - Make sure everything is in writing!