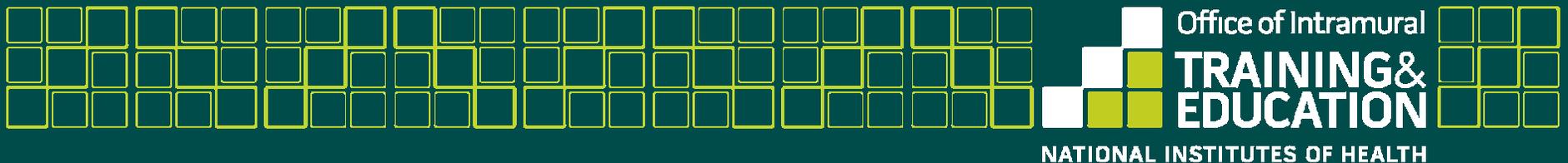
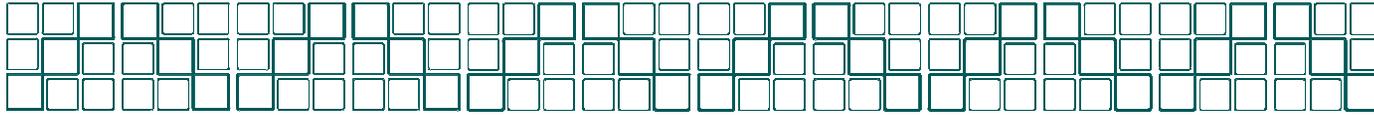

Academic Careers

Dr. Sharon L. Milgram, Director NIH OITE
milgrams@od.nih.gov

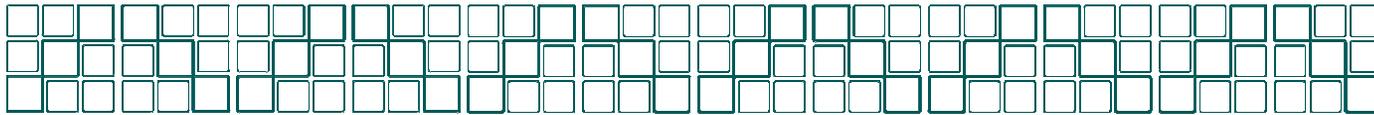




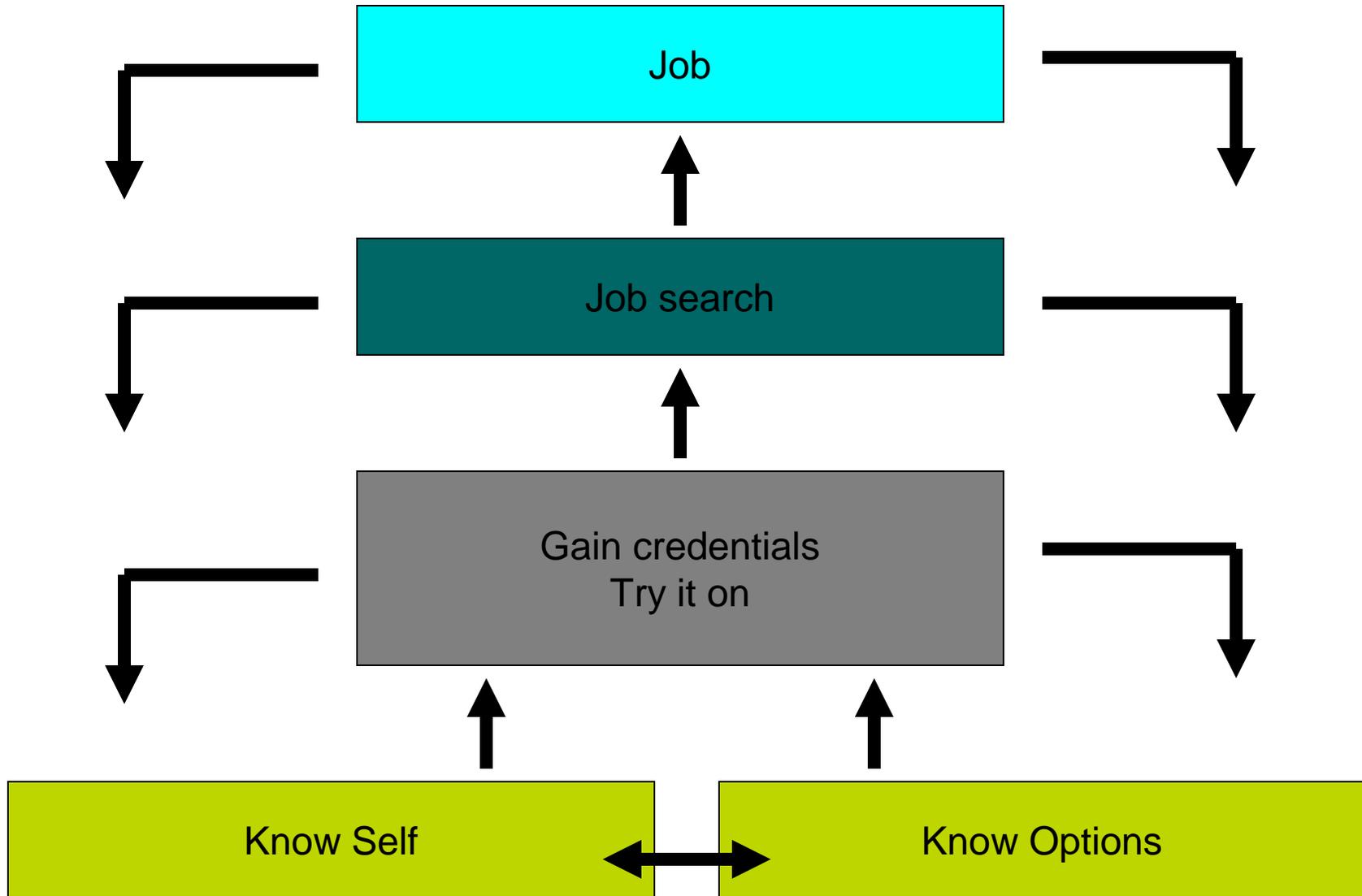
OITE Resources

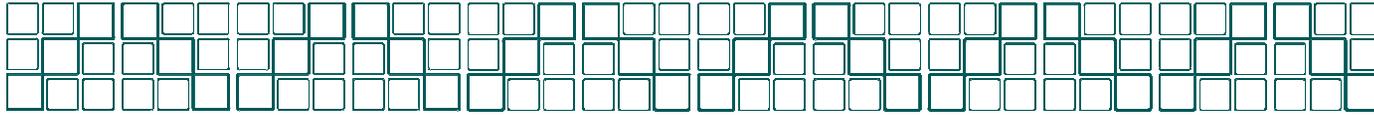
- Many workshops available by video/podcast
- OITE Career Blog
- Jobs board and job search resources
- Visit campuses for professional/career development workshops
- Arrange NIH visits for student groups
- NIH Intramural Science Linked-In Group

www.training.nih.gov



Elements of Career Planning





Types of Academic Institutions

- Associate's Colleges
- Tribal Colleges
- Baccalaureate Colleges
- Master's Colleges and Universities (S, M, L)
- Doctorate-granting Universities (U, H, VH)
- Special Focus Institutions

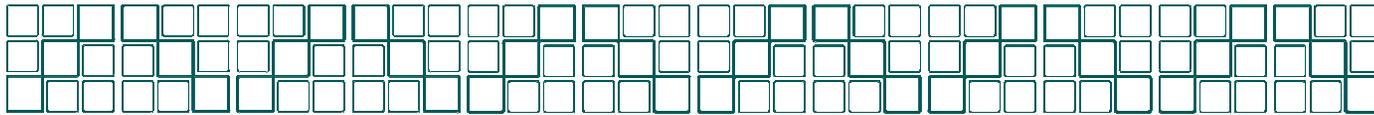
<http://classifications.carnegiefoundation.org/>

Academic Life Typically Involves

- Scholarship/Research
 - Teaching
 - Mentoring
 - Clinical service
 - University service
-
- With varying ratios and emphasis depending on the institution and the department

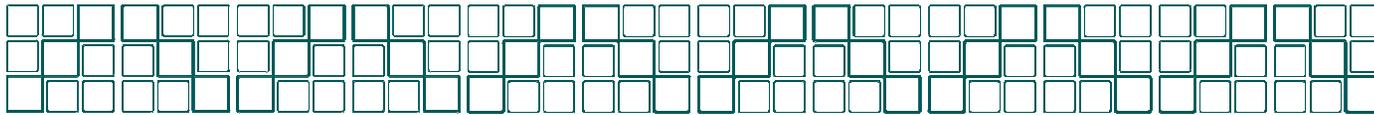
Core Competencies for Success

- Discipline-specific
- Technical
- Communication
- Teaching
- Mentoring
- Management
 - Self
 - People
 - Time
 - Money
 - Stress



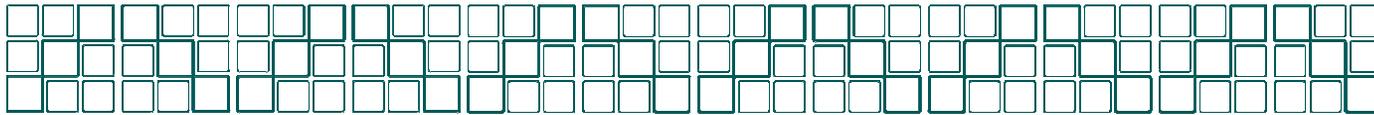
Making the Process Easier

- Develop core competencies through workshops, course work, hands-on experience, etc.
- Deal with “in preparation” manuscripts now
- Talk with your PI about the future
- Prioritize developing key reagents or getting results to “sell” your story
- Network - on campus and beyond
- Address thin teaching and mentoring credentials
- Reconnect with prior mentors and confirm their support
- Address lack of strong support from grad or postdoc mentor



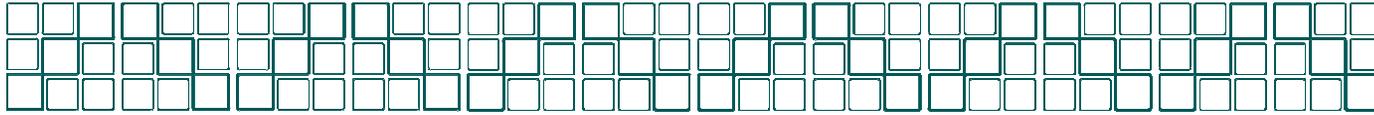
Finding Positions

- Your scientific network
- Relevant professional societies
- Journals
- On-line, including:
 - <http://sciencecareers.sciencemag.org/>
 - www.newscientistjobs.com
 - <http://www.academic360.com>
 - <https://www.aamc.org/services/careerconnect/>
 - <http://www.nature.com/naturejobs/science/>
 - <http://careers.cell.com/>
 - <http://www.hercjobs.org>
 - <http://chronicle.com>



To Apply or Not To Apply...

- Balance of research, clinic, and/or teaching
- Type of institution
 - Expectations and level of competition
 - Availability of resources
- Acceptable location
- Personal, partner and/or family needs
- Factor in the timing of your search and your ability/willingness to search another round

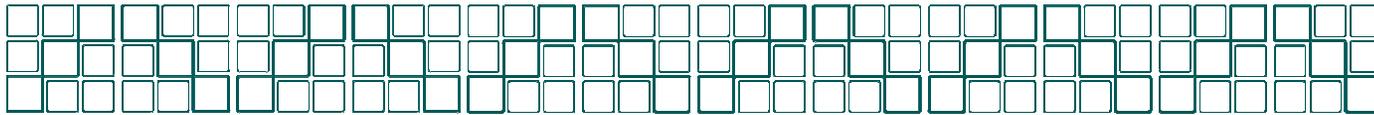


What Search Committees Look For

- Track record of excellence -- in research, teaching, and/or patient care
- “Fit” with the needs of the department
- Strong skill set -- relevant to your goals
- Excellent communication skills
- Strong teaching and mentoring skills
- Evidence of leadership and service
- Evidence that you will be a good colleague

The Average Search Committee:

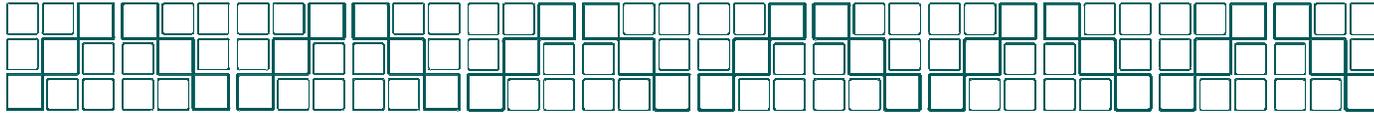
- Tenured and tenure-track faculty - in and out of the hiring department
- Varies in size and power
- Members are often over-committed and very busy
- Inherently skeptical and critical
- May only be peripherally interested in your work
- Trying to get a quick picture of you and your research
- Looking for YOU to make their job easier



In-Depth Information

- Preparing your package
- Interviewing
- Job talks
- Negotiating academic positions
- Transitioning to a faculty position

https://www.training.nih.gov/oite_videocasts_-_revised

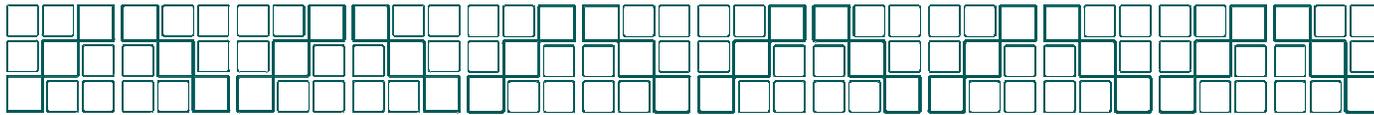


Application Materials

- Almost always requested:
 - Cover letter
 - Curriculum Vitae
 - Research and/or teaching plan [statement]
 - Letters of reference/list of referees

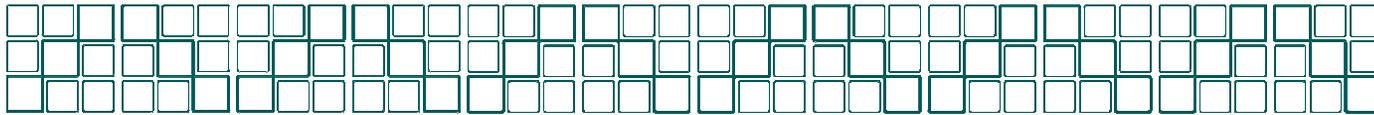
- Sometimes requested:
 - Representative reprints
 - Transcripts
 - Teaching portfolio
 - Diversity statement

- Electronic submission is standard



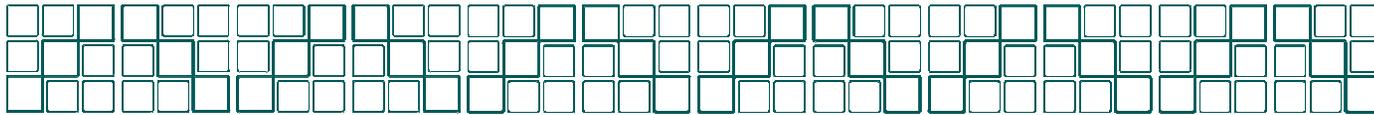
Goals of the Interview

- Convince members of the department that:
 - Your work is exciting, innovative, and fundable
 - You can do build a research group and successfully compete in your field
 - You will be a great colleague, teacher and mentor
- Learn about the institution and department
 - In general and more specifically in your discipline
 - Focus on resources you need to be happy and thrive
- Learn about expectations
 - Formal policies and unspoken culture of the institution and department
 - From institutional/department leaders and faculty
- Learn about the area



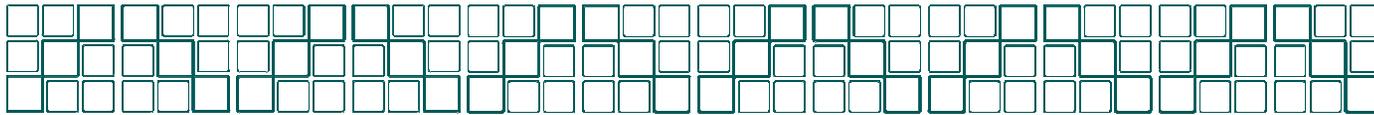
During Campus Visits

- Eat all meals with potential colleagues
- Meet with:
 - The Chair of relevant Departments/Centers
 - Individual faculty - in and out of your field
 - Members of the search committee
 - Students and/or postdocs - often over lunch
 - [Deans or other University leaders]
- Present:
 - A seminar
 - [A chalk talk]
 - [A class]
- Tour:
 - Facilities, potential lab space, classrooms, and cores
 - The town and surrounding areas



Getting An Offer

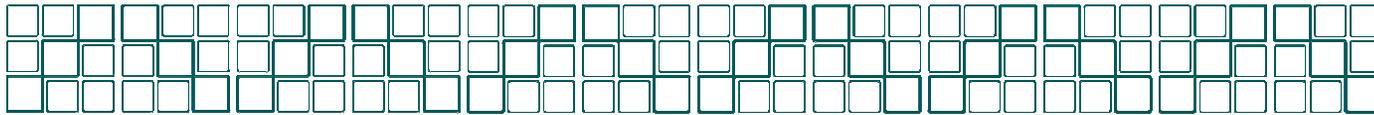
- You will often be asked to provide information regarding your needs before an offer is made
 - Start with an environmental scan
 - Know the difference between wants and needs
 - Get real-world salary information
- Give-and-take is expected
 - Not everything is negotiable, but many elements of the offer are
- Offer typically comes from the Department Chair or Dean; rarely from Human Resources
- Is not a done-deal until it is put in writing, the papers are signed, and all of the paperwork is completed



Factors To Consider

(no special order)

- The nature of the job
- Support to establish your research, teaching, and/or clinical program
- Salary and benefits
- Your boss(es)
- Your co-workers
- Location, lifestyle, and a variety of personal intangibles



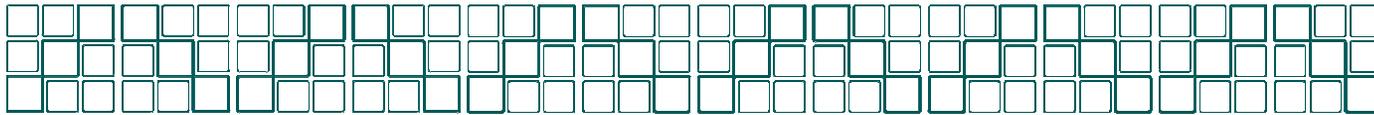
Need Two Jobs?

- No standard strategy
- Best not to mention in cover letters, but should be discussed with dept chair or head of the search committee early in the process
- When it comes up
 - Be positive
 - Ask about local consortia/agreements that might help (see <http://www.hercjobs.org>)
 - Be clear about types of positions your partner will accept, but try to be/appear as flexible as possible

Recommendations on Partner Accommodation and Dual Career Appointments (2010), AAUP at
<http://www.aaup.org/AAUP/comm/rep/dual.htm#10>

Lots To Keep Track Of

- Setting research goals
- Setting clinical goals
- Setting teaching goals
- Setting up your lab/office
- Finding students/staff
- Getting funded
- Publishing your work
- University service
- Broader scientific service
- Campus relationships
- Science relationships
- Personal relationships

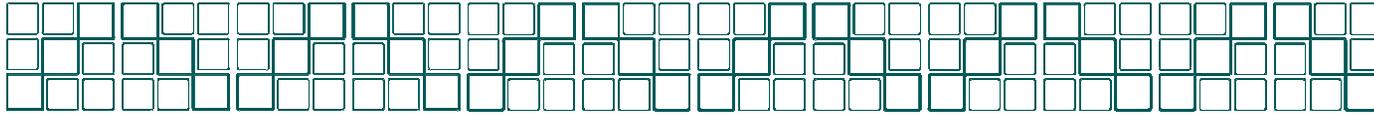


To Hit the Ground Running:

- Take care of your personal life
- Establish first-year goals as soon as possible
- Get set up; buy what you need
- Set up your office and computer
- Deal with required approvals and paperwork
- Make a plan for hiring staff and/or recruiting students
- Integrate you and your group into department/university life
- Plan lectures and classes
- Plan and begin writing grants
- Plan for clinic or service responsibilities

Relationship Management

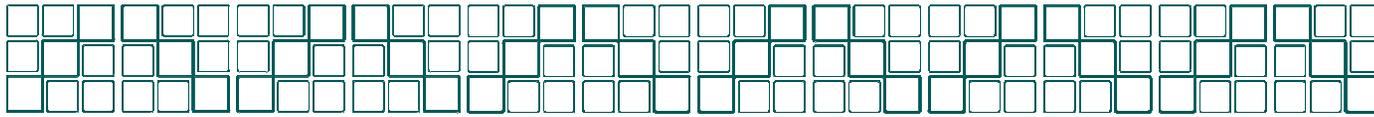
- Identify key players, potential mentors, and advocates
 - Your department or center chair/chairs
 - Senior leadership in the department, Dean's office, university, etc
 - Junior faculty who remember what you are going through
 - Graduate and training grant program leadership
 - Faculty in your field – on and off campus
 - Faculty in courses you will teach in or want to teach in
- Establish regular meetings with key players and supporters
 - Will vary depending on the individual and the relationship
- Attend seminars and social functions
- Realize you will get overwhelmed with information early-on so plan accordingly



Leadership

“Although you’ve been hired for your scientific skills and research potential, **your eventual success will depend heavily on your ability to guide, lead, & empower others to do their best work.**”

Dr. Tom Cech, HHMI



Resources

- www.hhmi.org/labmanagement for *Making the Right Moves*
- Books I like: *TypeTalk at Work*; *Entering Mentoring*; *At the Helm*; *Motherhood: The Elephant in the Laboratory*; *Leadership in a Diverse and Multicultural Environment*; *Academic Scientists at Work*; *Emotional Intelligence: Why It Can Matter More Than IQ*; *Learned Optimism*, *Getting to Yes*
- A variety of websites including the OITE, the NPA, Science Careers, Naturejobs Careers, The Chronicle of Higher Education, newfacultysuccess.com

The OITE Cares About You!

- www.training.nih.gov the OITE Career Blog, NIH Alumni Database, 100+ archived videos and more
- Join the NIH Intramural Science Linked-In group
- Connect with me on Linked-In (NOT Facebook)
- Email me at milgrams@od.nih.gov to make an appointment to meet with me