

Job Placement Workshop

English 8006: Professional Issues in English Studies

Prof. Samuel Cohen, University of Missouri

Fall 2017; W 2-4:30, Tate 114D

Office hours: M 1-3 PM, F 11 AM-1 PM, Tate 333

cohenss@missouri.edu; <http://faculty.missouri.edu/cohenss>

The Course

This course will provide intensive preparation and support for graduate students going on the job market. We will workshop job letters, CVs, dissertation abstracts, statements of teaching philosophy, writing samples, and job talks. We will also practice MLA interviews, campus interviews, job talks, and teaching demonstrations. Readings for the course will come primarily from Karen Kelsky, *The Professor Is In: The Essential Guide to Turning Your Ph.D. Into a Job* and from *The Chronicle of Higher Education, Inside Higher Ed*, and other sources.

Texts

1. Karen Kelsky, *The Professor Is In: The Essential Guide to Turning Your Ph.D. Into a Job*
2. Handouts (I'll print for first week; you can print the rest or read them online)

Six Things to Know

1. We'll have a schedule for when we focus on specific job search documents and elements of the process, with readings appropriate for each week's focus, but we'll have time to go back to look at revised drafts and to discuss any and all aspects of the job search.
2. For this workshop to be a success, you will have to attend all of the meetings, read the materials listed on the syllabus for that week's meeting, bring materials to work on (enough copies for everyone), and contribute in class. So please be prepared to do those things.
3. We'll be doing a lot of our time discussing the genres of the letter, statement, etc., and workshopping our own examples. It's important to remember that the construction of these job materials is an art, not a science, so when we talk about them and especially when we workshop them, please keep this in mind.
4. JIL: On Monday, September 11th, the MLA Job List will go live. If you are already an MLA member, you can access the account through your membership; if not, the list is now free to anyone who creates an account, which you can do here: http://www.mla.org/jil_subscribe.
5. Interfolio is offering free accounts to those conducting job searches through the MLA: see http://www.mla.org/jil_interfolio for details. Talk to Paula for reimbursement for document-sending costs up to \$125.
6. I will set up the opportunity for you to give a thirty-minute job talk to the department in November or early December and to have a practice interview in early December. I can't recommend taking advantage of this opportunity strongly enough.

Schedule

Aug 23 *Introduction to the Job Market and CVs*
Bring copies of your CV
Handout: Eyler, Joshua R. "The Rhetoric of the CV." *The Chronicle of Higher Education*, 4 April 2012

- Aug 30 *Job Letters*
Bring copies of your job letter and CV
Kelsky Ch. 4, 24, 20-23, 39
Baron, Dennis. "The Hiring Season." *The Chronicle of Higher Education*, 9 November 2001
Baron, Dennis. "To Whom It May Concern: Reading Job Applications." *The Chronicle of Higher Education*, 21 December 2001
- Sep 6 *Teaching Materials*
Bring copies of your teaching philosophy statement
Kelsky Ch. 25, 26
- Sep 13 *Teaching Materials and Job Ads*
Bring three job ads from JIL (goes live 9/12) to class to discuss
Kelsky, Ch. 10, 11
Cheryl Ball, "Decoding Job Ads." *Inside Higher Ed*, 7 October 2013
- Sep 20 *Dissertation Abstracts, Research Statements*
Bring copies of your dissertation abstract and research statement (not required for Creative Writing applicants)
Kelsky, Ch. 27, 29
- Sep 27 *Writing Samples, Postdocs*
Kelsky, Ch. 53-54
- Oct 4 *Revisions, Managing the Search*
Kelsky, Ch. 38, 41
- Oct 11 *Final Revisions, Alt-Ac*
Kelsky, Ch. 58-63
- Oct 18 *Teaching Demonstrations*
Kelsky, Ch. 35
- Oct 25 *Job Talks*
Be prepared to discuss ideas for job talks
Kelsky, Ch. 34
Germano, William. "The Scholarly Lecture: How to Stand and Deliver." *The Chronicle of Higher Education*, 28 November 2003
Hume, Kathryn. "Giving a Job Talk." *Inside Higher Ed*, 5 March 2012
- Nov 1 *More Job Talks*
Bring a copy of the opening of your job talk to read to the class
- Nov 8 *Introduction to the MLA and Interviews*

- Kelsky, Ch. 30-32
 Baron, Dennis. "The Job Interview." *The Chronicle of Higher Education*, 21 January 2002
- Nov 15 *Interviews, continued*
 Kelsky, Ch. 37
 Hall, Donald E. "Interviewing at a Teaching-Focused University." *The Chronicle of Higher Education*, 28 May 2003
 Jenkins, Rob. "The Community-College Interview." *The Chronicle of Higher Education*, 17 February 2006
 Jenkins, Rob. "The Community-College Interview: What Not to Do." *The Chronicle of Higher Education*, 11 February 2008
- Nov 22 *Thanksgiving*
- Nov 29 *Campus Visits*
 Kelsky. Ch. 33, 36-37, 43-46
 Baron, Dennis. "The Campus Visit." *The Chronicle of Higher Education*, 25 February 2002.
 Delgizzo, Kimberly and Laura Malisheski. "Preparing for Campus Interviews." *The Chronicle of Higher Education*, 17 January 2003
- Dec 6 *After*
 Kelsky, Ch. 48-50
 Baron, Dennis. "The Job Search: You're the One." *The Chronicle of Higher Education*, 12 April 2002
 Baron, Dennis. "The Hiring Season: Completing the Cycle." *The Chronicle of Higher Education*, 31 May 2002