Introduces interviews and campus visits in academic job searches.

**Preparing for Interviews**

Plan to spend a lot of time preparing for each of your interviews. Prepare answers to commonly asked questions, especially about your research, teaching, and interest in the institution offering the interview. There is nothing more likely to offend a search committee than ignorance about their department, students, and mission. Your dissertation advisor and faculty in your department can advise you on academic interviews.

Read the sources below to get a sense of the questions typically asked in academic interviews.

- General questions to expect: [Mary Dillon Johnson, “The Academic Job Interview Revisited” (2004)]
- Questions that administrators ask: [David Evans, “Passing the Interview Test” (2011)]
- Commonly fumbled questions: [Claire Potter, “Tell Us About Your Dissertation” (2010)]
- The Sheridan Center links to many more useful articles on preparing for academic job interviews.

To prepare for an interview, whether online, over the phone, or on campus:

- Develop your own list of questions and practice answering them.
- Write down answers to key questions and practice delivering them out loud.
- Time your answers so that you’re not speaking for more than a few minutes at a time.
- Schedule a mock interview with your department or the Sheridan Center.

**Conference Interviews**

Many first round academic interviews take place at large national conferences and professional gatherings. Search committees often use these interviews to narrow the pool of job candidates to a few people who will then be invited to campus for a more intensive series of interviews.

Conference interviews usually focus on broad topics. You'll probably be asked questions about your dissertation research, your plans for future research, and the courses you might teach at their school. Conference interviews also offer you a chance to ask questions about the institution and the department.

The resources below offer point-by-point advice on how to conduct yourself during a conference interview. These tips will help you depersonalize and feel reasonably confident in a difficult process.

- [Steven M. Cahn, “The First Interview” (2008)]
- [Rob Jenkins, “How to Stand Out in Your Interview” (2010)]

**Campus Visits**

After a first round interview at a major conference, or a successful phone or video interview, a department may invite you to campus. Campus visits often entail a series of interviews with department faculty and university administrators; a teaching demonstration or research presentation; opportunities to meet undergraduate and graduate students in the department; and informal meetings over lunch and dinner.
Academic Job Search, Part II: Interviews and Campus Visits

You're always interviewing during a campus visit. You're under scrutiny whether at an informal gathering of students, having dinner with search committee members, or chatting one-on-one with a faculty member. Stay positive, polite, and professional, regardless of how someone else may seem. Some of the tension you feel might result from departmental dynamics and have nothing to do with you.

The links below provide useful information on what to bring to a campus visit, how to conduct yourself while there, and how to follow up with a search committee.

- Alain-Philippe Durand, “Prepping for the Campus Visit” (2011)

The Job Talk
Most campus visits include a job talk to faculty, graduate students, and some undergraduates. The job talk is your chance to present your research in detail to your potential colleagues. It's often followed by a question and answer period that tests your ability to think on your feet. If you're interviewing at a liberal arts school, you may be asked to give a teaching demonstration in addition to, or instead of, a job talk. The search committee chair will tell you what kind of presentation to give.

The resources below will help you prepare a job talk:
- General: Columbia GSAS Teaching Center, “How to Give Highly Effective Lectures – and Job Talks”
- Computer science: Michael Ernst, “Getting an academic job” (2000-2016)
- STEM: Richard M. Reis, “Giving a Job Talk in the Sciences” (2001)

Practice!
If at all possible, give a practice talk in front of a live audience. Practicing will help you fine-tune your presentation and increase your confidence. Check with your department to see if it offers colloquia in which graduate students present their work to other students and faculty. You can also have your job talk videotaped and critiqued by two Sheridan Center Fellows. For more information, visit Presentation Consultations.

### ADDITIONAL RESOURCES

- UC-Davis's Internship and Career Center
- UC-San Diego’s The Academic Job Search Survival Handbook
- Yale Office of Career Strategy’s Academic Job Search