

## Job Market Preparation

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We have had excellent success in recent year in placing our graduate students in good, tenure-track jobs. One of our faculty operates as a placement officer, meeting with the students and helping them prepare for the job market. But many of the faculty participate in this process, as the narrative below describes.

### Preparation

In the spring of each year, the placement officer sends out an email to all the PhD students, inviting all those who are considering being on the job market the following academic year, to attend an information session. The purpose of this session is to inform students of all the aspects of the application process: where to find job advertisements, what an application dossier should contain, how to prepare for an interview, etc. Examples of CVs, cover letters, dissertation abstracts, etc., are distributed.

In September, the placement officer meets once again with the students on the job market to discuss specific issues related to the application process. Students are encouraged to send drafts of their CVs, cover letters, dissertation abstracts, etc., to their dissertation advisers, to the placement officer and to other faculty for feedback.

In November, the placement officer schedules mock interviews for students on the job market. These interviews are conducted by groups of faculty members. This gives the students some experience with this very unnerving process before it actually figures into getting them a job.

### The Application Process

Students on the job market are asked to prepare lists of the positions they seek, and to bring these lists, along with the components of their dossiers, to the department secretary. The department secretary adds the confidential letters and then mails the packets. The lists are distributed to the faculty members so they can assist the job search process—e.g., email or call professional acquaintances at departments that our students are applying to and putting in a good word for them.

### Getting the Job

The main job fair in philosophy takes place during the annual meeting of the Eastern Division of the American Philosophical Association. This meeting is held between Christmas and New Year's Eve. The placement officer attends the meeting, and assists students who are being interviewed.

Job opportunities are not limited to this job fair, though. Positions for the following academic year are advertised until the beginning of the summer, and the department continues to support students in their job search throughout the year.