

What you will need to prepare before you are interviewed

- Cover letter --don't over look its importance. It is your first opportunity to make an impression and single yourself out.
 - Why are you interested in this school?
 - What you feel qualified to teach, are interested in teaching.
 - General area of research interests.
 - Expand on CV.
 - Not in CV (e.g. I will be in the area and can drop by...).
- Curriculum Vitae --- everything relevant. Not merely a resume.

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- Statement of Teaching Philosophy (2-3 pages).
- Description of Your Research Program.
 - a. At least two projects/proposals --- not derivative of prior work. Show creativity and acumen.
 - b. Possibly combining in some unique way both doctoral and post doc fields.
 - c. One, at least, should pass the “Hoye” test---”I wish I had thought of that.”

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- Seminars:
 - a. One based on accomplished work.
 - b. One based on proposed research ideas.
- Very brief (5 second, 5 minute) talks on past and future work.
 - “elevator talk”.
 - office visits, over meals
- List of specific questions to ask about school, facilities, set-up package, first year responsibilities, students, etc., etc., more later