

## APPLYING FOR ACADEMIC JOBS – Links

### SABER Scholars Library



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The SABER Scholars Library is a collection of critical readings and sample materials to support the professional development of SABER Scholars. Mentors seek to provide scholars with articles, web links, reference books, sample teaching materials, and other professional resources to enhance your teaching and research skills and to advance career development.

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### ARTICLES – Cover Letters and Statements



**TITLE: How to Write a Successful Cover Letter**

Author: Victoria Reyes

Published: January 22, 2020

Topic: Victoria Reyes offers some dos and don'ts for those who are new on the academic job market.

LINK: <https://www.insidehighered.com/advice/2020/01/22/dos-and-donts-writing-cover-letter-academic-job-market-opinion>

**TITLE: Writing a Teaching Philosophy Statement**

Author: Iowa State University, Center for Excellence in Learning and Teaching

Published: 2019

Topic: A well developed teaching philosophy will provide a way to purposefully assess your teaching approach and enable you to articulate your teaching beliefs and values to your students, your peers, and search or teaching award committees.

LINK: <http://www.celt.iastate.edu/teaching/document-your-teaching/writing-a-teaching-philosophy-statement/>

**TITLE: What is a Philosophy of Teaching Statement?**

Author: Ohio State University, University Center for the Advancement of Teaching

Published: 2019

Topic: A philosophy of teaching statement is a narrative that includes your conception of teaching and learning, a description of how you teach, and justification for why you teach that way.

LINK: <https://ucat.osu.edu/professional-development/teaching-portfolio/philosophy/>

**TITLE: A Student-Centered Teaching Statement (for Job Applications)**

Author: Zachary Nowak

Published: September 17, 2019

Topic: Taking a student-focused approach can help search committees distinguish your statement from those of other candidates, writes Zachary Nowak.

LINK: [https://www.insidehighered.com/advice/2019/09/17/distinguish-your-teaching-statement-search-committees-student-centered-approach?utm\\_source=Inside+Higher+Ed&utm\\_campaign=05797c2bd3-WNU\\_COPY\\_01&utm\\_medium=email&utm\\_term=0\\_1fcbc04421-05797c2bd3-197800013&mc\\_cid=05797c2bd3&mc\\_eid=dbdcee20ba](https://www.insidehighered.com/advice/2019/09/17/distinguish-your-teaching-statement-search-committees-student-centered-approach?utm_source=Inside+Higher+Ed&utm_campaign=05797c2bd3-WNU_COPY_01&utm_medium=email&utm_term=0_1fcbc04421-05797c2bd3-197800013&mc_cid=05797c2bd3&mc_eid=dbdcee20ba)

TITLE: **How One Common Phrase Can Undermine Your Job Search**

Author: Mike Firmand

Published: December 2, 2019

Topic: A seemingly harmless, inconsequential combination of words can really get in your way, argues Mike Firmand.

LINK: [https://www.insidehighered.com/advice/2019/12/02/common-phrase-avoid-job-search-opinion?utm\\_source=Inside+Higher+Ed&utm\\_campaign=3fa2b1347d-WNU\\_COPY\\_02&utm\\_medium=email&utm\\_term=0\\_1fcbc04421-3fa2b1347d-197800013&mc\\_cid=3fa2b1347d&mc\\_eid=dbdcee20ba](https://www.insidehighered.com/advice/2019/12/02/common-phrase-avoid-job-search-opinion?utm_source=Inside+Higher+Ed&utm_campaign=3fa2b1347d-WNU_COPY_02&utm_medium=email&utm_term=0_1fcbc04421-3fa2b1347d-197800013&mc_cid=3fa2b1347d&mc_eid=dbdcee20ba)

VIDEO: **How to Improve Your Teaching-Philosophy Statement** (Two-Minute Tips: Short videos to help you excel in the academic workplace)

Author: Fernanda Zamudio-Suaréz

Published: October 08, 2018

Topic: Writing a teaching philosophy can be a daunting task. Just how do you articulate your approach to the classroom?

LINK: <https://www.chronicle.com/article/How-to-Improve-Your/244283>

TITLE: **Top 10 Behavioral Interview Questions and Answers**

Author: Alison Doyle

Published: October 09, 2018

Topic: During a job interview, it is likely that you will be asked behavioral interview questions. Find out more about this type of interview question, see common behavioral interview questions, and get tips on how to prep and respond smoothly when these questions come up.

LINK: [https://www.thebalancecareers.com/top-behavioral-interview-questions-2059618?utm\\_source=emailshare&utm\\_medium=social&utm\\_campaign=mobilesharebutton2](https://www.thebalancecareers.com/top-behavioral-interview-questions-2059618?utm_source=emailshare&utm_medium=social&utm_campaign=mobilesharebutton2)

TITLE: **Why Colleges Should Require Faculty Diversity Statements**

Author: Carmen Mitchell

Published: November 15, 2018

Topic: According to UCLA, an equity, diversity and inclusion, or EDI, statement submitted along with their job applications “describes a candidate or faculty member’s past, present and future (planned) contributions to equity, diversity and inclusion.”

LINK: [http://www.insidehighered.com/views/2018/11/15/benefits-faculty-diversity-statements-opinion?utm\\_source=Inside+Higher+Ed&utm\\_campaign=b29a604322-WNU\\_COPY\\_01&utm\\_medium=email&utm\\_term=0\\_1fcbc04421-b29a604322-197800013&mc\\_cid=b29a604322&mc\\_eid=dbdcee20ba](http://www.insidehighered.com/views/2018/11/15/benefits-faculty-diversity-statements-opinion?utm_source=Inside+Higher+Ed&utm_campaign=b29a604322-WNU_COPY_01&utm_medium=email&utm_term=0_1fcbc04421-b29a604322-197800013&mc_cid=b29a604322&mc_eid=dbdcee20ba)

TITLE: **Uncovering the Secrets of the Cover Letter**

Author: Joseph Barber

Published: August 20, 2018

Topic: As a job seeker looking for positions beyond faculty roles, you have to achieve a lot in one page, and Joseph Barber provides tips on how to make the most of it.

LINK: <https://www.insidehighered.com/advice/2018/08/20/how-write-effective-cover-letter-jobs-beyond-those-faculty-opinion>

TITLE: **Your CV Should Inform. Your Cover Letter Should Persuade.**

Author: Karen Kelsky

Published: July 12, 2018

Topic: They have different functions and are designed to help the search committee ascertain distinctly different things.

LINK: <https://www.chronicle.com/article/Your-CV-Should-Inform-Your/243881>

TITLE: **Making a Statement: Teaching Statement, Research Statement, Diversity Statement**

Author: Karen Kelsky, *The Professor Is In*

Published: November 23, 2016

Topic: Question--I would like to know the difference between the teaching statement, the research statement, and the diversity statement.

LINK: <https://chroniclevitae.com/news/1619-making-a-statement>

TITLE: **The Effective Diversity Statement**

Author: Tanya Golash-Boza

Published: June 10, 2016

Topic: Tanya Golash-Boza gives faculty job applicants eight tips for writing a stellar diversity statement that stands out to search committees.

LINK: <https://www.insidehighered.com/advice/2016/06/10/how-write-effective-diversity-statement-essay>

TITLE: **How to Write a Teaching Statement That Sings**

Author: Vitae - Chronicle of Higher Education

Published: 2015

- The Basics: How to Write a Teaching Statement. Boiling your views on pedagogy down to two pages might seem daunting. But don't fear: You can make it work.
- The Next Step: 4 Ways to Make Your Statement. How to you write a statement that doesn't sound like everybody else's.
- What to Avoid: Don't Get Weepy! The single most common error in the genre? Hyper-emotionalism. Here's how to avoid it.
- What to Include: Teaching Statement as Self-Portrait. Drop the abstract description and make your statement a window into your classroom style.
- Beyond the Document:
- My Philosophy of Teaching. It's not just newcomers to the profession who need to hone their classroom approach.
- Why It's Time for Teaching Statements to Die. Reading them is almost as tiring as writing them. Let's overhaul a foolish job-application requirement.

Download at LINK: <https://chroniclevitae.com/news/1114-how-to-write-a-teaching-statement-that-sings>

TITLE: **Understanding Cover Letters.**

Author: Cheryl E. Ball

Published: November 4, 2013

Topic: Every paragraph has a purpose, writes Cheryl E. Ball.

LINK: <https://www.insidehighered.com/advice/2013/11/04/essay-cover-letter-academic-jobs>

TITLE: **Writing Samples and Teaching Statements**

Author: Julie Miller Vick and Jennifer S. Furlong

Published: December 20, 2010

Topic: Authors tackle questions about both documents.

LINK: <http://chronicle.com/article/Writing-SamplesTeaching/125726>