

ISOS Course:

How to Apply for an Academic Job

24 - 25 September 2012 | 9:00 - 17:00 h

Dr. Gunther Tress, Munich

This course supports you in applying successfully for a post in research or higher education. It takes you through the main steps of the application process, from the decision to embark on an academic career right through to the final stages of negotiating your contract.

The Seminar will enable you to assess your skills in terms of the job you want and increase your awareness of the resources available for finding job openings and potential employers. You will learn how to pitch your CV exactly so that they match the job openings which interest you, as well as gain invaluable advice on how to prepare for job interviews and how to respond to the kinds of questions you can expect from selection committees.

We also cover the important matter of what to consider during campus visits, and how to make the best possible impression on your potential employer. You will also learn how to react when offered a position, how best to negotiate in order to get your career off to a good start, and how to build a sound relationship with your future employer.

The following topics are at the core of this workshop:

- I How the job seeking process works
- I How to identify your career goals
- I How to review and complement your skills
- I How to locate and de-code job advertisements
- I How to prepare an unsolicited application
- I How to draft application letters
- I How to develop a CV
- I How to prepare for job interviews
- I How to make the most of campus visits
- I How to respond to a job offer
- I How to negotiate your contract

Venue: room 105 a, Leibnizstraße 1

ISOS PhDs have priority in our courses.

Please register online at

www.futureocean.org/isos