

MLA Job Market Info/Tips

Websites:

MLA Career Resources: http://www.mla.org/career_resources#infoandguide

Johns Hopkins University Job Search:

<http://www.library.jhu.edu/researchhelp/french/jobsearch.html>

University of North Carolina Chapel Hill – Job Search Tips:

<http://complit.unc.edu/graduate/jobsearch.html>

University of North Carolina Chapel Hill General Advice on the Job Application Process

<http://english.unc.edu/graduate/professionalization/generaladvice.html>

Job Search Timetable, Brandeis University (this site includes many links to other useful sites:

<http://people.brandeis.edu/~irr/homepage/Timetable.htm>

Job/Career Opportunities Listings

Alternative Academic and/or Non-tenure track job lists:

Academic Careers Online, with an emphasis on diversity:

<http://www.academiccareers-job.com/>

Humanities and Social Sciences “H-Net Job Guide”

<http://www.h-net.org/jobs/>

International Leadership Association

<http://www.ila-net.org/LeadershipJobs/index.asp>

Kennesaw State University offers a “Careers in Writing” website with valuable information and searching for, applying to, and interviewing with publishing options;

<http://www.kennesaw.edu/careersinwriting/atlpub.html>

“CVs, Dossiers, Application Letters, Writing Samples, and Portfolios”

http://www.mla.org/job_dossiers

“Professionalization in Perspective: MLA Ad Hoc Committee on the Professionalization of PhDs”

<http://www.mla.org/professionalization>

Articles:

How to Survive the MLA and Get a Job: What Else Candidates Should Know

Jennifer D. Ewald, Saint Joseph's University:

<http://alpha.dickinson.edu/prorg/necftfl/reviewarticles/58-ewald.pdf>

Demystifying the Job Search: A Guide for Candidates

Trudelle Thomas

<http://www.jstor.org/sici?sici=0010->

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“Humanities at Work: A Little Advice from 32,000 Graduate Students”

<http://chronicle.com/jobs/news/2002/01/2002011401c.htm>

The (Somewhat) Lighter Side of the Academic Job Search

By John G. Peters

Assistant Professor of English, University of North Texas

http://www.as.yosu.edu/~english/cea/john_peters.html

The Chronicle of Higher Education: The Job Interview

Dennis Baron

<http://chronicle.com/jobs/news/2002/01/2002012101c.htm>

How to Prepare for Academic Interviews: Interview Tips

Professor Anne Donadey

http://www-rohan.sdsu.edu/dept/wsweb/Anne_Donadey/prep.html

The MLA Job Interview: What Candidates Should Know

Ann bugliani

http://www.mla.org/bulletin_241038

The MLA Job Interview: How to Prepare & What to Expect

by Andrea Quarracino

<http://www.awpwriter.org/careers/andrea02.htm>

The One's We Didn't Hire, The Chronicle of Higher Education

Mary Cullinan

<http://chronicle.com/jobs/news/2002/02/2002021201c.htm>

Interviewing at a Teaching-Focused University, The Chronicle of Higher Education

Donald E. Hall

<http://chronicle.com/jobs/news/2003/05/2003052801c.htm>

Tenured Radical gives advice about writing a good job letter:

<http://tenured-radical.blogspot.com/2008/08/being-lert-six-easy-steps-to-writing.html>

Career Services Guides:

Yale Graduate Career Services Academic Job Search Guide:

<http://www.yale.edu/graduateschool/careers/forms/Academic%20Job%20Search%20guide.pdf>

Stanford Career Development Center's Practical Guide *Doctoral Students Year of Candidacy: Guidelines for the Academic Job Search*:

<http://cardinalcareers.stanford.edu/guides/graphics/Grad%20Publications%2005-06/Academic%20Job%20Search%2005-06.pdf>

INTERNATIONAL JOB SEARCH AND RESOURCE GUIDE:

http://www.pmc.edu/current/career/resources/international_job_search.pdf

Other Miscellaneous:

Sample letter to search committee (provided by UPenn):

<http://www.vpul.upenn.edu/careerservices/gradstud/coverletterhum.pdf>

Prepare for your job search by acquiring a general knowledge of the system of higher education in the United States and Canada (see [Carnegie Foundation for the Advancement of Teaching](#)). In a period of limited opportunities, casting a wide net to consider working at a variety of institutions can increase your chances of securing a position. For example, two-year colleges represent an increasingly viable employment option for both MAs and PhDs. Develop ways to show evidence of your interest in and preparation for teaching at different institutions by seeking apprenticeship opportunities in a range of settings.

The best single source of information for graduates seeking employment is [The MLA Guide to the Job Search](#), which covers both academic and nonacademic opportunities.

When you begin to respond to advertised positions, carefully research the institutions to which you apply; familiarize yourself with their students, programs, and approaches. Be sure that your cover letter and support materials directly address the requirements stated in the job announcement and fit the individual institution's needs.

If you are invited to be interviewed, be prepared to talk not solely about your research; be prepared to translate that research into teaching strategies and lesson plans sensitive to the needs of as wide a range of students as possible (see ["Dos and Don'ts"](#)). Departments also want some picture of what kind of citizen and colleague you will be.

Nonacademic Jobs

- What help is available for seeking a job outside academia? Does the university offer flexible training for the variety of jobs available to graduates?

- What kinds of nonacademic jobs have students at the graduate school found? Can you consult with them for advice? Can you tap into networks of alumni or others who can help you prepare for and find jobs outside academia?

Before entering the job market, try to develop the ability to translate your academic training into more broadly defined categories of communication, analysis, interpersonal, and organizational skills. Tailor part of your studies and work experience to develop expertise outside conventional academic training. Research the job possibilities and learn and practice the kinds of computer, research, writing, and editing skills these positions often require.

Look for the examples and opportunities available in nonacademic positions within your graduate institution. For example, the university may house an academic press that employs manuscript editors. Departments, particularly in the sciences, may produce journals, newsletters, or reports that require proofreading and editing. Offices of development and of alumni affairs, alumni magazines, university news divisions, and Web pages may be seeking writers and editors. Familiarize yourself with the university and its educational mission when applying for such positions.

Be aware that you will need a different résumé and different letters of recommendation to apply for jobs outside academia. Check to see if your graduate school's career placement services will help you manage a second placement file; if not, consider using the services at your undergraduate institution.

Try to connect with alumni who have achieved satisfaction and success outside academia: in secondary and elementary school teaching; in publishing, editing, and journalism; in advertising, business, and other enterprises in the for-profit sector; and in nonprofit organizations, unions, government, and foundations. Imagine yourself seriously and creatively in those fields.

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Works Cited

Carnegie Foundation for the Advancement of Teaching. *A Classification of Institutions of Higher Education: 1994 Edition*. Fwd. Ernest L. Boyer. San Francisco: Jossey-Bass, 1994. 27 Feb. 1998. <<http://www.carnegiefoundation.org>>.

"Dos and Don'ts for Interviews." *MLA Guide* 140–42.

Gilbert, Sandra M., et al. "Final Report of the MLA Committee on Professional Employment." *ADE Bulletin* 119 (1998): 2745. 16 Feb. 1999.

MLA Committee on Professional Employment. "Evaluating the Mission, Size, and Composition of Your Doctoral Programs: A Guide." *ADE Bulletin* 119 (1998): 4650. 16 Feb. 1999.

The MLA Guide to the Job Search: A Handbook for Departments and for PhDs and PhD Candidates in English and Foreign Languages. New York: MLA, 1997.