Job Interview Day—8 Components

Travel—Arrival

Individual Faculty Meetings

Facilities Tour

Seminar

Chalk Talk

Dinner

Housing/City Tour (Maybe)

Travel---Departure
Typical Itinerary

**Day 1**
- Travel to Airport
- Get on Plane
- Cab/Limo Ride to Hotel
- Arrive at Hotel
- Dinner in Solitude

**Day 2**
- Pick-up at Hotel by Faculty Host
- Individual Faculty Meetings
- Seminar
- Lunch (w/ Faculty or Students)
- More Individual Meetings
- Dinner

**Day 3**
- Individual Meeting/Lab Tours
- Chalk Talk
- Wrap Up Meeting with Search Chair
- City/Real Estate Tour (?)
- Cab/Limo Ride to Airport
- Get on Plane
- Arrive Home
Travel and Arrival

• Don’t miss your flight! Arrive at airport early!
• Host Institution will Pay for Airport Parking or Uber
• Try to arrive in afternoon—NOT EVENING
• Upon arrival at hotel stay put—no need to explore the city

• Go over talk(s) 1-2 times
• Have a simple dinner near hotel (again covered by host)
• Do things that help you relax (for me it’s the gym….)
• Go to bed early, DO NOT OBSESS about seminar

• Have a light breakfast, maybe glance at seminar slides.
• Try to maintain your normal routine in the morning (for me its running)
Individual Faculty Meetings

- You will meet a LOT of faculty!!! Usually between 10-15
- Each meeting will last between 30-45 min
- They will be nice to you. They will not grill you about details of your work
- You should be familiar with their work (BUT do not read ALL their papers)
- Just need to know what they generally work on, etc.
- Try to have a few simple questions for them (about their science or career path)
- Do not ask about start-up $$ !!!!!!

- Need to be aware of the faculty you meet. Here are some considerations:
  Am I meeting with the Dept Chair? Center Director? Other Dept Chair?
  Who chairs committee? Who is on search committee?
  Who works in my area?
  Is this person a luminary in my field? Any field?

- Most faculty just want to see that you can carry on a normal conversation and that you are decent person.
- In cases where the faculty works in a related area, try to envision collaborations
Facilities Tour

• **DO NOT** criticize the lab space or facilities (wait for second interview!)
• This is the time to ask specific questions about space, cores, etc.
• You may even meet core directors and tour their facilities

• Good opportunity to see what infrastructures are available
• Get an idea who the neighboring labs are (this is VERY important)

• Some Considerations:
  How old is the building? How well maintained is it?
  What cores are available? How does this compare to BCM?
  If core not available, is this a limitation?
  How far is the mouse facility from my lab?
Dinner

- This is usually social, rarely will you be asked probing scientific questions
- Similar to Faculty Meetings, just want to see that you are a decent person

- Try to have a few funny lab stories to share---this can be an ice breaker
- Also be prepared to share a little bit about your background---where you from, how you got into science, etc. (chance for them to get to know you)
- Sharing personal stories is optional……..some people do, others don’t
- Don’t feel pressure either way, this is a professional setting and people will respect your wishes.
- IF conversation is difficult, then you can always resort to science as its THE TOUCHSTONE between everyone at the table.

- Limit the drinking. One glass of wine or beer is probably the best way to go. Plus, you’ll be exhausted, so I would advise to keep it simple.
- Dinner will be at a VERY nice restaurant. Try to order something that is in the middle of the price range for the restaurant. NOT the $90 steak!
City Tour/Real Estate Tour

- This is usually done at the second interview, BUT in some cases it can be a part of the first interview.

- When meeting with a Real Estate Agent they will ask about personal stuff, this is so they can get an idea what neighborhoods suit you.

- Rarely does this information get back to the committee, etc.

- Some considerations: Distance from work? Housing Costs? Schools?

- If your serious about the job, you should have a general idea about what you want to see, etc. Remember you could spend the rest of your life in this city.

- City Tour is usually with your Faculty host. Your host will show you around his/her neighborhood and maybe some of the local landmarks.
Travel and Departure

• Make sure you check out of the hotel before the second interview day.
• Bring your bag with you, they will let you store it with an admin or in their office.
• Try to build in an extra 1-2hrs of buffer time in case unexpected meetings arise.
• Don’t miss your flight……

• While on flight home you will be mentally and physically exhausted.
• Your mind will be racing---it may drive you insane……
• Try not to unpack and analyze the whole interview on the flight home.
• Time to relax…..

• Give yourself time to process the interview……usually takes 2-3 days….
• When you return, send an email to every single faculty you met. These can be generic “thank-you” etc. emails. You should send a personalized email thanking your host.