

Hematology Faculty Job Application Advice

Adapted from Sven Olson

Preparation for applications:

- Spend time thinking about what you want and what your skills are well-suited for
- Think about why you want an academic job: research opportunities, med ed, working in non-malignant hematology, etc.
- Think about geographic locations that work for you/your family
 - You may favor places where you know the setting/colleagues/practice pattern
- Elicit suggestions from mentors as to where to apply
- Update CV, get a new professional headshot (which can be included on the CV)
- Browsed ASH, HTRS, NEJM (and got emails about this based on my year in training)
 - Meet with home institution faculty in benign/malignant heme and solid onc
 - Good to get advice from someone with no stake in the game
 - Asked about what kinds of questions to ask, red flags, to explain FTE, etc
- Some places require statement of diversity, statement of research, or teaching portfolio

Submitting applications:

- Started filling out applications late summer/early fall (August – October for our panel)
- Most applications were cold emails to division chief/section head
 - Don't need to rely on mentor to make the introduction
 - But if you don't get a response, you can your mentor to send a follow up email
- Some applications were through specific application portal
- Know that once you submit applications, things will start moving quickly!

Staying organized:

- You will lose track of administrators and dates and what you've committed to
 - Try to reply to these ASAP, or you will forget.
 - Consider email folders for specific institutions to organize things
 - Depending on how long your institution's email server keeps old emails, remember to archive these important emails somewhere permanent

"Pre-interviews"

- Phone or Zoom/Skype/Webex pre-interviews: initial chance for division chief to describe major points of program and gauge your interest in a formal interview.
- This may include meeting at ASH: brief 10-20 minute introductions
 - If you have a poster/oral abstract, make sure to broadcast this widely
 - Come ready with CV and other important documents
 - Make these small meetings a priority rather than going to ASH sessions
 - Sometimes invited to join an institution's evening reception
- If you have a mentor who knows the person with whom you're interviewing, ask them about this person ahead of time to get a sense of their personality, interests, etc.

Staying honest and staying kind:

- If at any point in your application/interview process you are fairly certain you do not actually want a job at a particular place, TELL THAT PERSON/GROUP ASAP.
 - Everyone knows/understands you are often juggling multiple opportunities
 - Decline offers promptly and gracefully (ideally via phone), to avoid burning bridges. Don't be inconsiderate or careless.
- Same as any interview throughout your medical career, be nice to everyone you meet!
 - That includes the chauffeuring you around to the curmudgeon senior physician in the back of the room who questions your every point in your job talk

The actual interviews:

- Know your interviewers!
 - Know their area of expertise, past and current major grants, and key papers
- The days are LONG (up to 10 interviews/day, x2 days): bring snacks, water, gum, etc.
- If they offer any amount of time to go back to your hotel for a break (like before dinner), TAKE IT, and take a nap.

The Job Talk:

- Make this early!
- Do a practice run at your home institution, at grand rounds or some other conference
- If you are able, try to weave a cohesive story rather than talking about a bunch of random projects you've done
- Ideally this should tie into the work you'll be pursuing as faculty

Interview dinner:

- These are much more intimate than residency or fellowship interview dinners
- All focus is on you!
- You will be exhausted by this time, but suck it up, keep that smile on your face
- Don't be afraid to go with the flow and be conversational about non-medical things (one faculty member gave his cell and then wanted to meet up to go skiing the next day)
- Two alcoholic beverages max is a good limit

Some random questions I asked:

- What is the balance of assistant/associate/full professors?
- What is the average time between promotions (assistant -> associate -> full professor?)
- Will I be seeing patients at one site, or multiple sites across the city?
- Are there workshops or courses offered to help with grant writing, and are these covered by the division?
- What kind of stipend is allowed for travel/lodging at conferences?
- About how many patients with ___ disease are seen at this center (if you have a specific area of interest e.g. sickle cell, hemophilia, etc)
- If you're sitting with a world expert on a particular subject, don't be afraid to ask clinical questions if the opportunity comes up naturally during an interview!