Course description
This two-day seminar is designed for doctoral candidates who are interested in finding a job in an English-speaking context. The seminar provides information on where to look for postdoctoral positions and academic positions, how to write a CV/resume and cover letter, and how to prepare for academic interviews. We will also discuss other application materials. The second day focuses on different kind of interviews, interview questions, illegal questions, and the STAR method for answering behavioral-based questions. We will also discuss teaching philosophies, teaching portfolios and other related materials.

Target Audience, Number of Participants
Doctoral Candidates of JGU Mainz in the last year of their doctorate; language level: C1
Maximum Number of Participants: 12

Date, time, and venue
**March 22 and March 23, 2017**, 9 a.m. - 5 p.m. respectively; venue: **05-432** at SB II, Colonel-Kleinmann-Weg 2 (Campus)

Topics
Participants will...
- write CVs/resumes and cover letters for academic positions (postdocs and professorships);
- discuss other kinds of application materials (research statements, writing samples, etc.) and where to find job announcements;
- learn about different kinds of interviews and interview questions;
- hold mock interviews.

Learning Results
Participants ...
- have gained information about where to find job announcements;
- know which requirements their application documents must meet and are able to accomplish the standards;
- have learned the STAR method for answering behavioral-based questions;
- are able to deal with illegal and inappropriate questions.

Preparation
Participants are required to email a CV, a cover letter, and a corresponding job announcement **three** weeks before the course starts to the course organizer.

Application Details
To apply please use the course registration form of the GPP.
In order to be able to apply for the courses doctoral candidates need to be registered with the GPP.