

### Outline of Topics

- Why Applied Jobs?
  - Where are Applied Jobs?
  - Where to look for Applied Jobs
  - Tips for Resume or CV
  - Preparing for the Interview
  - What to be prepared for in the job
  - Networks and Organizations
- 

### Why Applied Jobs?

- Lack of academic tenure track jobs
- Better fit for your personal lifestyle/needs (e.g., location, hours, pay, etc.)
- Not drawn to tenure system (e.g., pressure to publish in peer-review journals)
- Desire to “do sociology” in applied world (e.g., to research, write and speak within the non-academic world)

### Where are applied jobs?

- Non-profit organizations
- Research and Policy Centers within Universities
- Government (local, state, federal and government agencies)
- Public School District research departments
- Consulting (professional firms, consulting collaboratives, independent consulting)
- Market research

### Where to Look for Applied Jobs?

- Inside Higher Ed (<http://www.insidehighered.com/career/seekers>)
- Washington Post (<http://www.washingtonpost.com/wl/jobs/home>)
- Local/State non-profit associations (for example, here is the MN one: <http://www.mncn.org/jobs/>)
- The Chronicle of Higher Education (<http://chronicle.com/section/Jobs/61/>)
- ASA also includes applied listings in their job bank (<http://jobbank.asanet.org/jobbank/index.cfm>)
- Feminist Majority Foundation (<http://feminist.org/911/jobs/joblisting.asp>)
- American Evaluation Association (<http://www.eval.org/programs/careercenter.asp>)
- Idealist.Org [www.idealists.org](http://www.idealists.org)
- Monster.com [www.monster.com](http://www.monster.com)

### Some general places to look or keep in mind:

- non-profit research organizations
- university public policy programs and/or research centers (related to your areas of expertise)
- working for legislators or in the public sector more broadly
- advocacy organizations (generally located in big cities)

### Tips for Resume or CV

- Resumes generally are 1-2 pages
- Non-academic cover letters should aim to be one page
- Sometimes longer CVs are okay/wanted
- Have different resumes for different types of jobs (i.e. for a job that might be less activist orientated, you may not want to include some of your volunteer work or your teaching skills may be an asset to some jobs more than others)
- Think creatively about how to sell your “academic skills”
  - Teaching= communication skills
  - Writing a dissertation; research assistant, etc= project management skills
  - Writing groups/Reviewing manuscripts= editing
- Highlight your “tech” skills (if you know the basics of a data program, you can probably learn others quickly and efficiently)
- Some advice from March 26<sup>th</sup>, 2007 *Hey Jane*

“As sociologists we all know that presentation of self is always important. When applying and interviewing for applied jobs, be sure to present yourself in a way that matches the job description. Depending on the type of job you are looking for, you will need to move things around on your CV. You might need to cut some things out all together and, particularly in the non-profit and corporate world, you will likely need to create a resume that is much shorter than a typical CV. For many applied positions, you will want to emphasize your research experience and recent publications and presentations. Teaching, honors, and professional affiliations might be less important and depending on the job might not even be appropriate to include on your resume... It is also crucial to list references who can talk about the skills you have that are most related to the jobs you are seeking.”

### Preparing for the Interview

- Read any and all materials you can find about the organization/generated by the organization (e.g., their website, reports they generate).
- Have good questions for them about their mission and programming, especially anything that is relevant to the job you’re interviewing for.
- Make sure you understand the scope of the job. Will you get to focus on the issues you’re most interested in? the kinds of projects that you’re drawn to? If the scope is broader than your expertise areas, are you open to working on these other issues/topics?
- Emphasize your great skills (e.g., as a researcher, facilitator, communicator, writer)
- Share your commitment to making a difference (that you choose to do applied work because you want to bring your skills and passion to making a difference, with an emphasis on the importance of the issue/s the organization works on)
- Share your experience, including any volunteer experience you have that relates to the position
- Emphasize your research skills (which are often sorely needed in applied settings, even when the job isn’t a research position)
- Emphasize your communication skills (i.e. in working on projects, in writing and generally, in being a team player)
- Be ready for being given a “problem” to solve in your interview. Don’t worry about getting the answer right; it’s important that you demonstrate your thoughtful process of solving the problem.
- Highlight your willingness to be adaptable and to learn new skills and learn a new culture/work environment (i.e. you had the skills to get the interview most likely... be open to how they do things, as they may do things differently)

What to be prepared for in the job (i.e. applied vs. tenure track professor positions)?

**Pros**

- Feeling inspired by the mission (assuming you select a workplace that fits for you).
- Colleagues who are committed to making a difference.
- For some jobs, you will work more in teams; others, you will be working more in isolation and might be the only one there who does what you do.
- Feeling that your skills and expertise are welcomed.
- Working to meet the needs of a “different audience” than in academia. Depending on the type of organization, it could be a service community, an advocacy community, public policy, etc.
- Given this “different audience”, your research and writing will be primarily geared towards these audiences.
- Publishing may be oriented more towards policy or the public, rather than peer review journals and colleagues (although your work may still be publishable in peer review journals and used by academics).

**Cons**

- You may have less autonomy than academia (unless you’re the boss, you may have a boss to report to; you may/may not get to only do the work that you’re most interested in, but in your interview, you should do your best to understand the scope of the job)
- Jobs outside the “liberal” spectrum of organizations can be challenging with a social science/feminist background.
- You don’t have the summers to travel and do research (you report to work); vacation time might be less flexible.
- You still may work more than 40 hours a week, but there may be less demand on work time than academic jobs.

Networks and Organizations

- Association for Applied and Clinical Sociology (<http://www.aacsnet.org/wp/>)
- American Evaluation Association (<http://www.eval.org/>)  
They have "topic interest groups" that promote networking with like-minded evaluators. Go to a regional or national meeting.
- [Sociology Practice & Public Sociology section of the American Sociological Association](http://www.socprac-pubsoc.net/)
  - <http://www.socprac-pubsoc.net/>

Explore Further

- <http://careers.washington.edu/GradStudents/Beyond-Academia>
- [http://www.insidehighered.com/advice/leaving\\_academia](http://www.insidehighered.com/advice/leaving_academia)
- <http://versatilephd.com/>
- Hey Jane (March 26, 2007) <http://www.socwomen.org/about/career.html>
- Your University’s Career Center (usually you have free access after a year after graduation)
- ASA Footnotes: [“Should New PhDs Consider Non-Academic Careers?”](http://www.asanet.org/footnotes/jan11/careers_0111.html):
  - [http://www.asanet.org/footnotes/jan11/careers\\_0111.html](http://www.asanet.org/footnotes/jan11/careers_0111.html)
- ASA Research Brief: [“Still a Down Market: Findings from the 2009-2010 ASA Job Bank”](http://www.asanet.org/research/2010_Job_Bank_Brief.pdf)
  - [http://www.asanet.org/research/2010\\_Job\\_Bank\\_Brief.pdf](http://www.asanet.org/research/2010_Job_Bank_Brief.pdf)
- ASA Footnotes: [“Applied and Clinical Sociology Careers by the Numbers”](http://www.asanet.org/footnotes/jan07/fn8.html)
  - <http://www.asanet.org/footnotes/jan07/fn8.html>
- ASA Research Powerpoint: [“Beyond the Ivory Tower”](http://www.uj.ac.za/EN/Faculties/humanities/departments/sociology/jobs/Documents/ASA%20Beyond%20Ivory%20Tower%20Slideshow.pdf) (lots of great information embedded in this!)
  - <http://www.uj.ac.za/EN/Faculties/humanities/departments/sociology/jobs/Documents/ASA%20Beyond%20Ivory%20Tower%20Slideshow.pdf>