

SCHOLARS AT RISK

N E T W O R K

Career Resources for Scholars

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GENERAL JOB POSTINGS

✚ **The Chronicle of Higher Education's Career Network**

<http://chronicle.com/jobs/>

Drawn from the best print source for information and news about higher education today, this source contains advertisements for thousands of jobs in and out of academia. Job seekers can browse the listings and also sign up to receive free weekly emails alerts featuring new openings in their field. The Chronicle also provides excellent tools and resources for jobseekers, from career guidance to resume writing.

✚ **HigherEdJobs.com**

<http://www.higheredjobs.com>

This site features job listings from more than 600 universities and colleges. Job seekers can browse the listings and also register to receive daily or weekly job postings via email.

✚ **Academic360.com**

<http://www.academic360.com>

This site provides links to internet resources advertising faculty, staff, and administrative positions. While users may spend some time perusing its links, this site is a great way to find internet resources related to specific disciplines.

✚ **Association of Universities and Colleges of Canada: University Affairs Career Ads**

<http://www.universityaffairs.ca/>

AAUP's magazine University Affairs provides advertisements for faculty and administrative jobs at Canadian universities and colleges. The magazine is published 10 times each year, and jobseekers also can search job openings online by discipline.

- ✦ **Times Higher Education Supplement: Jobs**
<http://www.thesjobs.co.uk>
This site features job listings from universities and colleges in the United Kingdom and abroad. Jobseekers can browse the listings and also register to receive job postings via email.

- ✦ **Humanities & Social Sciences Online: H-Net Job Guide**
<http://www.h-net.org>
The H-Net Job Guide features job listings from universities and colleges around the world. H-Net also offers resources about networking, and users can browse for academic conferences, calls for papers, and programs by discipline.

- ✦ **AcademicKeys.com - For Employment In Academia And Academic Jobs**
<http://academickeys.com>
AcademicKeys.com is a source for academic employment. Offers a comprehensive informational resource about the faculty, educational resources, research interests, and professional activities pertinent to the institutes of higher education.

- ✦ **Academic Careers Online**
<http://www.academiccareers.com/Applicants.htm>
Discover full & part-time, visiting, assistantship, and practical experience teaching, research, and administrative opportunities in the USA, Europe, Asia or anywhere else in the world.

- ✦ **CareerJournal: Career Opportunities - Career Information**
<http://www.careerjournal.com>
This site offers a searchable database of job postings from top companies: Positions featured include senior and general management, sales, marketing, finance, technology and a range of related fields.

- ✦ **PhDs.org: Science, Math, and Engineering Career Resources - Jobs for PhDs**
<http://jobs.phds.org/jobs>
Employment opportunities for job seekers with PhD's in science, math, or engineering, including faculty and research positions and grad school rankings. No resumes are collected, and there is no privacy policy. No resumes are collected, and there is no privacy policy.

- ✦ **University Job Bank**
<http://www.ujobbank.com/jobseekers/>
Search jobs from hundreds of higher education institutions and other organizations.

- ✦ **AACSB: Management Education Jobs**
<http://www.aacsb.edu/jobs2/>
Business faculty and administrators can browse through job postings from AACSB accredited institutions worldwide. Includes profiles and links to all accredited colleges and universities.

- ✦ **ccJobsOnline.com**
<http://www.ccjobsonline.com>
Job site for faculty, staff, athletic, and executive positions in the community college sector.

- ✚ **C-CollegeJobs.com - The Community College Job Board**
<http://collegejobs.com>
CCollegeJobs.com is the Community College Job Board where colleges and related organizations post employee vacancies for a small fee. Job seekers, in and outside the sector, access postings and post resumes for free.
- ✚ **Education America Network - education jobs, teaching jobs, teaching positions, jobs**
<http://educationamerica.net>
A large site with job placements in all 50 states.
- ✚ **Monster Jobs - Get work. Network. Build a better career. Today's the day.**
<http://www.monster.com>
Search hundreds of thousands of jobs.

SPECIALIZED / FIELD SPECIFIC

- ✚ **The American Council of Learned Societies Directory of Constituent Societies**
<http://www.acls.org/ls-dir.htm>
This site features links to 68 learned societies from a variety of fields. It includes information on staffing, membership, meetings, and publications as well as links to organizational Websites.
- ✚ **Academic Physician & Scientist**
<http://www.acphysci.com>
A site for jobs in "academic medicine" at the 125 accredited U.S. medical schools, 16 accredited Canadian medical schools, 400 major teaching hospitals, and 86 academic and professional societies that are members of the Association of American Medical Colleges. No resume posting or privacy policy.
- ✚ **American Anthropological Association - Careers Homepage**
<http://www.aaanet.org/careers.htm>
Extensive resource for jobs, fellowships, and information in the field of Anthropology. Includes links to Anthropology Employment On-Line Data Bases, Corporate and Non-Profit Job Opportunities, Fellowships, Internships, and Support Opportunities, as well as Information on Careers in Anthropology.
- ✚ **American Political Science Association (APSA)**
<http://www.apsanet.org/ejobs/login.cfm>
Comprehensive listing of jobs in political science *online*. Requires membership.
- ✚ **American Sociological Association Employment Bulletin**
<http://www.asanet.org/pubs/eb/>
List of current job openings in the field of Sociology supplied by the ASA.
- ✚ **Archaeological Institute of America - Resources - Search**
<http://www.archaeological.org/webinfo.php?page=10156>
Relevant listings for Conferences, Jobs, Fellowships and Grants.

- ✦ **Association for Asian Studies Professional Personnel Registry Listings**
<http://www.aasianst.org/employment/main.htm>
Great resource for students and professionals looking to continue with a career in Asian Studies. New job listings are posted on the first and third MONDAY of each month.
- ✦ **Job Openings for Economists**
<http://www.aeaweb.org/joe/>
Job Openings for Economists is provided by the American Economic Association. JOE is updated near the first of every month *except* January and July.
- ✦ **JournalismJobs.com - Job Listings**
<http://www.journalismjobs.com>
JournalismJobs.com is a large resource for media jobs. It has a wide variety of jobs, and boasts a large database of resumes for journalists.
- ✦ **PsycCareers Online**
<http://www.psyccareers.com/index.cfm?action=job.search>
Various job postings in the field of Psychology. Part of the American Psychological Association Career Resources.

CAREER TOOLS

GENERAL RESOURCES AND TOOLS

- ✦ **Chronicle Careers, from The Chronicle of Higher Education**
<http://chronicle.com/jobs/news/tools.htm>
CV help, Web links, forums, books, and other useful information for entering an academic career.
- ✦ **Academic360.com: Recommended Resources**
<http://www.academic360.com/docs/resources.cfm>
Internet Employment Linkage, Inc. (IEL) (<http://www.ielinc.net>) recommends the following books and references for job seekers in higher education.

CV & RESUME HELP

- ✦ **The Chronicle: Career Network: CV's**
<http://chronicle.com/jobs/2003/09/2003092601c.htm>
Practical guidance for academic job seekers from professional career counselors.
- ✦ **Help With Your Resume and CV: The Riley Guide**
<http://www.rileyguide.com/resprep.html>
This site features helpful ideas, tips, and pointers for constructing your CV or Resumé and provides examples.

- ✦ **Quintessential Careers: Preparing a Curriculum Vitae**
http://www.quintcareers.com/curriculum_vitae.html
Resource providing general tips, various success strategies, and examples of successful CVs.
- ✦ **European Resources Ltd: CV Writing Guide**
<http://www.e-r.co.uk/about/CVGuide.cfm>
In depth instructions for creating a good CV.
- ✦ **Curriculum Vitae Guide**
<http://jobsearch.about.com/library/blcv.htm>
Why, when and how to use a CV, plus samples and additional job search resources.
- ✦ **CareerJournal | Resumes and Cover Letters -- Writing tips**
<http://www.careerjournal.com/jobhunting/resumes>
The Executive Career Site of the Wall Street Journal, this resource features articles and tips for resumes and cover letters.
- ✦ **JobStar--Resumes & Cover Letters**
<http://jobstar.org/tools/resume/index.cfm>
General tips and samples on writing a resumé or cover letter.

INTERVIEWS

- ✦ **CareerJournal | Interviewing -- Interview questions, Making a Good Impression**
<http://www.careerjournal.com/jobhunting/interviewing>
The Executive Career Site of the Wall Street Journal, this resource features articles and tips for interviewing for your next job.
- ✦ **Interview and Network Information**
<http://jobsearch.about.com/od/interviewsnetworking>
Interview tips, interview questions and answers, interview preparation and etiquette, post interview thank you letters and how to successfully career network.
- ✦ **Job-Interview.net: Job Interview Guide, Interview Questions and Answers, Interviewing Tips, Mock Interviews**
<http://www.job-interview.net>
- ✦ **JobWeb - Resumes & Interviews**
http://www.jobweb.com/Resumes_Interviews/default.htm

OTHER USEFUL TIPS

- ✦ If associated with a particular university, the following programs may be useful:
 - Career Center
 - Writing Lab

- Language Training / Translation Services
- + Be sure to look into available Community Resources.
- + Do not hesitate to contact colleagues for advice and contacts.
- + Publish in journals. One of the best ways to advertise yourself, and one of the best ways to reinforce your credentials, publishing in a journal can provide useful proof and verification of scholarship.

Scholars at Risk (SAR) Resources

- + **Temporary Refuge / Sanctuary**: Scholars at Risk works to assist threatened scholars from any country and any discipline by arranging temporary visits at Network universities and colleges. Eligibility and application information for assistance are available at: <http://scholarsatrisk.nyu.edu/fellowships.html>
- + **IIE Scholar Rescue Fund**: Scholars at Risk can refer threatened scholars for fellowship consideration through a partnership with the Institute of International Education's Scholar Rescue Fund. The Fund awards matching-sum fellowships for threatened scholars from any discipline and any country. For more information, visit: http://scholarsatrisk.nyu.edu/scholar_rescue_fund.html
- + **Job Board**: SAR maintains and circulates to Network member institutions a list of scholars who were forced out of their home countries by violence or other threats and are seeking opportunities to resume their academic work or training. If you are a scholar displaced from you home country for more than 6 months due to risk, threat or danger and are interested in posting your information, please send a CV or resume and a statement explaining previous risk, your current situation, your research focus and the kind of assistance you are seeking.
- + **Counseling & referral**: SAR staff provide displaced scholars and host campuses with advice and referrals for services covering a wide range of issues, including language training, employment/taxation, immigration/asylum, job skills/interviewing and counseling/trauma. Contact the Network office for more information and assistance.

Contact Information

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