Doctoral University Job Advertisement and Cover Letter

Job Advertisement for a Doctoral University

The Grant University Department of Psychology requests applications for a full-time, tenure-track/tenured assistant or associate professor (position #643). The Psychology Department seeks individuals whose program of research has high potential for external funding in the area of psychological interventions or the predictors of intervention outcomes. Teaching responsibilities include graduate courses in Counseling Psychology, general graduate courses in cutting-edge scientific methodologies, and service courses in undergraduate psychology. The APA-accredited Counseling Psychology program is ranked among the top in the country and emphasizes the scientist–practitioner model of training. Collaborative funding and research opportunities exist with the Grant University Medical Center, including the Department of Psychiatry, Center for Public Health, and Thompson Addiction Center. Expertise in multicultural/cross-cultural psychology and commitment to enhancing diversity and social justice in the department/university are required. The Psychology Department is seeking individuals whose research includes work with underrepresented groups or who have a history and commitment to the mentorship of students from underrepresented groups. Abilities or experience in these areas should be described in the application materials. Applicants must have an earned doctorate in Counseling Psychology or a related field. Applicants should submit a cover letter, curriculum vitae, a statement of research interests, publications, a statement of contributions to diversity, and three letters of reference.

Advertisements that mention external funding send a strong message about the intensity of publication expectations.

Doctoral advertisements are unique in that they may emphasize candidates' research area over other qualifications.

Listing potential research sites indicates a desire for collaborative research with the pertinent organizations.

Requiring a diversity statement suggests a stronger commitment to multiculturalism than average.

Cover Letter for a Doctoral University

Dear Search Committee Members,

I am writing to apply for the tenure-track Assistant Professor position in Counseling Psychology (position #643). I am a licensed psychologist with a doctoral degree in Counseling Psychology who is currently working as a Postdoctoral Fellow at the Iowa University Medical Center. I believe that my research productivity, funding potential, and commitment to research mentorship – especially in related to underrepresented groups – makes me excellent candidate for the position.

Throughout my graduate education and postdoctoral work, I have maintained a strong commitment to exemplifying the scientist—practitioner model, and I hope to continue those efforts by bringing my intervention-improving program of research to Grant University. Across four publications in top counseling journals, I have shown how stigma affects mental health interventions related to substance-use disorders. In my early work, I documented stigma among mental health professionals and

The letter establishes fit with the research immediately in the second paragraph.

The most important point to emphasize in doctoral university letters is potential to publish high-quality research.

This material is a companion to *Becoming a Psychology Professor: Your Guide to Landing the Right Academic Job*, by Guy A. Boysen. An overview of the book can be viewed on the American Psychological Association website (https://www.apa.org/pubs/books/4313054).

Additional supplemental material is available on the book's companion website (http://pubs.apa.org/books/supp/boysen/).

validated a new measure of stigma toward mental health treatment seeking. To expand my research expertise, I sought out a postdoctoral position that would allow me to investigate treatment-related attitudes and behaviors among illegal drug users. The first of the studies I have conducted in collaboration with my colleagues at the Medical Center is in press, and we are currently analyzing and writing up additional data.

Grant University is an ideal setting to continue and expand my program of research. There are multiple opportunities for research and funding collaborations. My recent focus has been on how the stigmatizing attitudes of mental health professionals affect both treatment seeking and interventions among people with substance-use disorders. All of my current work could easily be conducted in collaboration with the Thompson Addiction Center. Furthermore, the next steps in my research are to extend the findings to compliance with prescription medication treatment and to psychotic disorders; thus, continued collaborations with a Department of Psychiatry are ideal. In fact, Professor Hilder in your medical center is a frequent coauthor with my current collaborators, and the methodological and theoretical overlap between our work has great potential for shared funding and publication efforts.

Although I have yet to receive funding as the PI for a large grant, my experience applying for and managing grant-related work indicates potential for securing funding. My postdoctoral work has emphasized learning how to write large grants. I recently applied for a NIMH grant, and feedback from reviewers indicated that I would be highly likely to receive the funding if my addiction -related work was published and if I had access to a larger population of people with substance-use disorders – the publication has now come through, and I would have access to an ideal study population at your Medical Center. In addition to applying for funds, I have become skilled at the management of grants because I have been responsible for managing both the budget and the day-to-day functioning of a large NIMH-funded laboratory in the Psychological Services division of the University of Iowa Medical Center. If hired, these experiences would allow me to immediately establish a lab and pursue funding for that lab.

The Grant University position will also allow me to continue the record I have established in mentoring diverse students in both science and practice. As a first-generation college student from an underrepresented group, I have been intentional in selecting students for mentorship; over 50% of the researchers I have recruited for laboratory positions during my postdoctoral study are from underrepresented groups. In terms of clinical mentorship, I have been supervising multiple counseling trainees each semester since my preinternship year. Based on my graduate training in multicultural counseling, I have also begun consulting with Psychiatry faculty at the Iowa Medical Center to increase the cultural competency among residents in their program. Specifically, I volunteered to help them create a hybrid curriculum designed to develop multicultural knowledge, awareness, and skills.

Use pronouns that firmly, but accurately, place yourself at the center of your research.

Provide clear evidence for a program of research with forthcoming publications.

Make connections to any research resources outlined in the job advertisement.

Doctoral faculty will evaluate candidates based on their interest in and potential for collaborative research.

For early-career candidates, there must be clear potential for receiving funding, and specific plans help establish potential.

Highlight experience with grant-related work even when not the primary investigator.

Mentorship of graduate students is assumed, so discussion of it can be used to highlight other strengths such as research productivity or multicultural expertise.

A final strength I would bring to the position is the ability to make immediate contributions to education of students in the science of psychology. As can be seen in my teaching statement, I am a well-trained teacher who has received positive evaluations of my teaching at both the undergraduate and graduate levels. Perhaps the most significant instructional contributions I could make would be with methodological coursework. Having taught medical students about social science methods, I could confidently teach both graduate and undergraduate courses on methods and statistics. Furthermore, my postdoctoral training has prepared me to teach advanced statistical seminars related to structural equation modeling, Bayesian techniques, and R programming language. Finally, I will note that I am a successful and experienced undergraduate instructor who takes an evidence-based approach to both curriculum development and evaluation, as can be seen in my work in the scholarship of teaching.

In summary, I believe that my program of research, high potential for securing external funding, and commitment to diversity make me an excellent candidate for the position. I hope that I will be able to discuss my record and your college further during an interview. Thank you for considering my application.

Although volunteering to design curriculum is service, the cover letter emphasizes it as a sign of commitment to diversity, which is a requirement listed in the advertisement.

Even the teaching section of the doctoral cover letter is related to research expertise.

Emphasize advanced methodological knowledge, especially if it is mentioned in the advertisement.

Doctoral universities are the only type of institution for which undergraduate education might receive lowest priority in the main points of a cover letter.