
Mathematical Sciences Employment Center

*Marriott Wardman Park Hotel, Washington, DC
January 5, 6, 7, and 8, 2009*

2009 Employment Center Schedule

October 22, 2008 Registration deadline for inclusion in Winter List books

December 15, 2008 Advance registration deadline. After this date, all registration activities will happen on site in Washington.

NEW HOURS:

Monday, January 5

8:00 a.m.–4:00 p.m. Registration and materials pickup

8:00 a.m.–7:00 p.m. Interview Center open (doors open at 8:00 a.m.; do not schedule before 9:00 a.m.)

Tuesday, January 6

8:00 a.m.–7:00 p.m. Interview Center open

Wednesday, January 7

8:00 a.m.–7:00 p.m. Interview Center open

Thursday, January 8

9:00 a.m.–12:00 noon Interview Center open

Note: Computer scheduling is no longer provided at the Employment Center. When deciding on a date for arriving, keep in mind that some employers will use Monday for making arrangements, and some employers will conduct interviews on Monday.

Changes for the 2009 Employment Center

The Employment Center no longer offers computer scheduling of appointments. Employers will be inviting candidates for interviews either by email or phone in advance of the meeting, or on site through messaging. All appointments will be set by employer invitation only, so an applicant has no guarantee of interviews.

The second major change for 2009 is the introduction of table types which better accommodate various stages in the hiring process. Tables for one or two interviewers per institution are offered in the “Quiet Area”. Tables for

employers needing three to six interviewers are located in the “Committee Table” area. Employers may opt for additional privacy in a curtained booth.

The Winter List of Employers and Winter List of Applicants books will still be printed and distributed to those who register by the October 22 deadline. Forms are not currently browsable on the Web, however, spreadsheets of applicant data will be sent to registered employers. It is impossible for any employers or applicants to participate privately; all names are displayed on lists posted on site.

The Employment Center offers a convenient and practical meeting place for those already present at the Joint Meetings. The focus of the Employment Center is on Ph.D. level mathematical scientists and those that seek to hire them from academia, business, and government. In the current job market, the majority of employers are seeking to meet a short list of applicants who applied for their open positions during the fall. Opportunities to meet employers with whom no previous contact was made still exist, but are more limited.

The Employment Center takes place on the first three days of the Joint Mathematics Meetings and the morning only of the last day. Registration for the JMM is required for those seeking to register for the Employment Center.

Employers: Important Changes To Note

New in 2009, all employers will be setting their own schedules, either in advance or on site. Computer scheduling has been discontinued. Table choices have been expanded to allow suitable accommodations at various stages of the hiring process:

- one or two interviews per table in the “Quiet Area” (US\$250)
- three to six interviewers per table in the “Committee Table” area (US\$350)
- one to four interviewers in the curtained booths (US\$425)

Also new in 2009 is the simplified schedule; 8:00 a.m. to 7:00 p.m. on Monday, Tuesday, and Wednesday, and 9:00 a.m.–noon on Thursday.

To set up interviews, employers are advised to peruse the Winter List for potential or existing applicants, and

contact those applicants in advance either by email or phone to arrange interview times. To set additional appointments on site, there is a paper Message Center with a folder for each participant; messages can be exchanged there.



Interviews are limited to open hours, which are Monday through Wednesday 8:00 a.m. to 7:00 p.m. and Thursday 9:00 a.m. to noon. Outside of those times, the room is completely unavailable, so, for instance, do not set an appointment to begin at 7:00 p.m. There are paper forms available on site to speed the issuing of invitations. All scheduling is the responsibility of the employer; computer scheduling is no longer offered.

Registered employers will be offered a spreadsheet of applicant data in early November, and a final version in December. However, the applicants can only depend on the printed Winter List books to learn about the employers so it is important for all employers to get their job listing form submitted online before the print deadline of October 22. See registration instructions, below. If the application deadline will have passed before January, or some other difficulty with accepting new applications exists, that should be mentioned on the listing form.

About the Winter List of Applicants

This booklet contains hundreds of résumés of applicants who registered by October 22 for the Employment Center. It will be mailed in December to all registered employers. Employers should be aware that there will be hundreds of brief résumés to look through and should be sure to obtain the Winter List of Applicants as early as possible. Additionally, a spreadsheet of applicant data will be emailed to all registered employers in October and a secondary set of data will be emailed in December.

Employers Not Planning To Interview

Employers who wish to display a one-page handout on site, but not obtain a table or conduct interviews, may do so at no charge by bringing their job ad to the Employment

Center desk during the open hours. There is no charge for this service. Please note that sets of handouts will not be accepted or allowed in the room. Forms for employers not interviewing will no longer be included in the Winter List book.

Employers: How To Register

Each interviewer should register and pay for the Joint Mathematics Meetings. One interviewer should also register for the Employment Center by completing the following steps:

Indicate on the Joint Meetings registration form (available electronically in early September 2008 at http://www.ams.org/amsmtgs/2110_intro.html) payment for the Employment Center employer fee. Indicate choice of tables. Mark all that apply.

Submit an Employer (job listing) Form electronically at <http://www.ams.org/emp-reg>. This form will be printed in the Winter List of Employers if it is received by October 22; otherwise it will be displayed on site.

It is important to register by the October 22 deadline in order for the employer form to be included in the Winter List of Employers. However, registration will be accepted up to December 15 for the normal fees or on site in Washington at the on-site rates. Call 800-321-4267, ext. 4113, with any questions or deadline problems. Any representatives of the institution can sit at the table together or working in shifts (however, each table type has a limit for the number of interviewers that can be present at the same time). If possible, interviewer names should be listed on the Employer Form as a reference point for the applicants. Employment Center fees should be paid only for each table required, not for each person.

The table types and fees have changed for 2009. Quiet Area tables accommodate up to two interviewers per table. They cost US\$250 if reserved in advance, and US\$330 if reserved after December 15. After the purchase of any table, a second Quiet Area table may be purchased for US\$100. Committee Tables accommodate between three and six interviewers and cost US\$350 in advance or US\$430 after December 15. Lastly, a Curtained Booth accommodating between one and six interviewers is available in advance for US\$425. Curtained Booths offer a slightly larger than normal table, and a little more visual privacy (although the noise level remains unchanged). Curtained Booths must be reserved by December 15; they cannot be obtained on site. Employers must also register for the Joint Meetings and pay the appropriate Joint Meetings fee.

Employers: Registration on Site

Employers who do not register for the Joint Mathematics Meetings and the Employment Center by December 15 may register on site in Washington at the Joint Meetings registration desk. They must bring their receipt to the Employment Center desk between 8:00 a.m. and 4:00 p.m. on Monday, January 5, to receive their materials. Please

note that only Quiet Area and Committee Tables are available on site.

Applicants: Appointments Are by Invitation Only

The traditional system of computer scheduling is no longer offered at the Employment Center. Appointments are now set by employers by invitation, either in advance or on site in Washington. Employing institutions may look to the Winter List for new potential applicants, but the reality of today's job market is that by January, many deadlines have passed and many employers will use the Employment Center to meet existing candidates of interest. Applicants who have made job applications the previous fall and are on various short lists will find themselves with numerous interviews during the Employment Center. Applicants just beginning a job search will find themselves at a serious disadvantage.

Applicants: Making the Decision To Participate

For those who are currently on the job market, the Employment Center is a central meeting place for employers and applicants who are attending the Joint Mathematics Meetings. Interviews are arranged either in advance or on site by invitation of the employer. The Employment Center is a great resource not only for interviewing purposes, but also for finding out what jobs are available in the mathematical community, meeting other applicants, and making a personal connection with employers not possible on paper. However, there is no guarantee of interviews, and in fact some qualified applicants may find themselves with no interviews at all.

Many of the employers are academic mathematical sciences departments. There are a few nonacademic employers each year. There will ordinarily be no research-oriented postdoctoral positions listed or discussed at the Employment Center. Attention generally goes to versatile candidates who are well suited for teaching positions at bachelor's-granting colleges. Many appointments will go to applicants who applied for jobs in the fall and are now being sought out by the institutions for in person meetings during the Joint Mathematics Meetings. Through the Winter Lists and on-site lists, those employers who are still open to the possibility of recruiting new applicants will be arranging some interviews on site.

This year's list of participating employers will be printed in the Winter List of Employers, and mailed to registered applicants in December. The website (<http://www.ams.org/emp-reg>) maintains a list of employers who used the service in prior years.

Applicants pay a fee of US\$25 if registering in advance, and their forms are printed in the Winter List of Applicants. They receive the Winter List of Employers in the mail in December. On site, they have a personal Message Center folder for paper messages.

Applicants should understand that the Employment Center provides no guarantees of interviews or jobs. It is simply a convenient meeting place for candidates and employers who are attending the Joint Meetings. Last year, those who responded to a follow-up survey reported an average of three to six interviews in the Interview Center.



Data from recent Employment Centers show that women represent about half of the most sought-after applicants, although they make up less than half of the total Employment Center applicant pool. Those without permanent authorization to work in the United States will find themselves far less requested than U.S. citizens or permanent residents. Newer Ph.D.'s tend to be invited for more interviews than those who have been working longer. Most jobs listed require a doctorate. Approximately 32 percent of applicants responding to a recent survey report having between zero and two interviews in the Interview Center. The rest reported higher numbers. Most of the applicants reported that at least some of the Interview Center appointments had been arranged in advance of the meetings.

Keep in mind that interviews arranged by the Employment Center represent only an initial contact with the employers and that hiring decisions are not made during or immediately following such interviews. A good outcome, in the following weeks or months, would be an invitation for a campus visit. In a recent survey, 65 percent of applicants responding reported being invited for at least one on-campus visit to an employer they had interviewed with during the Employment Center; 46 percent reported receiving at least one job offer in the months following the Employment Center. Of all responding applicants, 16 percent reported (in May) having no new job offers from any source.

Applicants are advised to bring:

- Many copies of a brief resume. The best format is back and front of one sheet. These may be given to employers at an interview, left with a note in the message center box of an employer, or left in one's own message folder for public use. Photocopying at a convention center or hotel is expensive.
- A few copies of standard application documents: generic cover letter, teaching/research statements, full vita, preprints, etc.
- Bring a list of job applications already made.
- Pack suitable clothing for job interviews; these could be scattered over a period of 3-4 days.

About the Cover

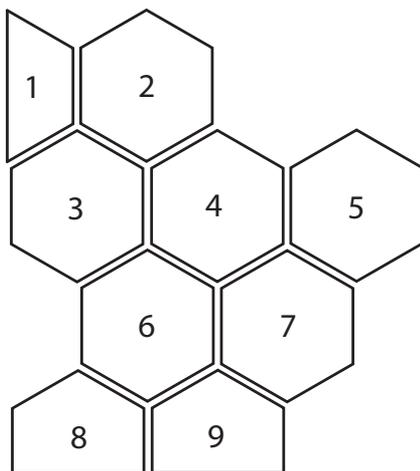
The site of the 2008 Joint Mathematics Meetings is Washington, D.C. Somewhat hidden among the better known tourist destinations in the neighborhood is one which is of particular interest, even fascination, to mathematicians—the Cryptologic Museum associated with the National Security Agency. The museum is in fact located almost right next to the main NSA building. Directions to find it, as well as some idea of what is to be found there, are available at the website

<http://www.nsa.gov/MUSEUM/>

Among the exhibits are many of the famous machines that were involved in the intense cryptological battles of World War II. Some of these are shown on the cover. You can learn more about them by looking at

<http://www.nsa.gov/public/publi00007.cfm>

The *Notices* is using the images from the NSA website courtesy of the National Security Agency.



Key to cover images:

1. Purple Analog
2. The German Enigma
3. Smithsonian Museum
4. U.S. Capitol Building
5. Lincoln Memorial
6. SIGABA
7. Enigma Machines
8. National Museum of African Art
9. U.S. Navy's Cryptanalytic Bombe

—Bill Casselman, Graphics Editor
(notices-covers@ams.org)

Applicants: REGISTER before October 22, 2008

Applicants will be registered when they have completed the following steps:

1. Register and pay for the Joint Mathematics Meetings. Look for “Registration” on the Joint Meetings website (available in early September, 2008).

2. Mark the “Employment Center Applicant fee” box on the Joint Meetings registration form and pay the appropriate fee.

3. Submit an Applicant (brief resume) Form electronically. Successful submission of the form will generate an on-screen acceptance message and an automatic email reply to the address given on the form. Each applicant form will be reproduced in a booklet, the Winter List of Applicants, and distributed to all registered employers. Applicant forms received after October 22, 2008, cannot be included in the booklet. The booklet allows employers more time to examine each candidate’s qualifications in advance.

Advance registration fees for applicants using the Employment Center services are US\$25 plus Joint Meetings registration fee, vs. US\$40 on-site registration fee plus Joint Meetings registration fee. Applicants registered by October 22 will receive their Employment Center materials two to three weeks in advance unless they request otherwise. The package will include all job announcements received from employers registered in advance.

After the October 22 Deadline

Registration for the Employment Center will continue after the October 22 deadline until the final registration deadline of December 15; however, the applicant form will NOT be included in the Winter List but will be posted on site at the Employment Center (a serious disadvantage). Those who do not register by December 15 must register on site at the Joint Meetings Registration Desk and pay the higher fees.

Registering on Site

Registering on site is possible, at the US\$40 rate, on Monday. Feel free to enter the Employment Center area first to consult staff about the decision to register on site, and to check on which employers are participating. Most employers will not notice an applicant form which arrives on Monday. Registration on site is advisable only for those who already have interview invitations and would like a message center folder for employers to leave messages in.

Applicants who need to register on site for the Employment Center must go to the Joint Meetings registration desk and pay for the Employment Center. They should receive a receipt which needs to be brought to the Employment Center to complete the registration process.

Questions about Employment Center registration and participation can be directed to Steve Ferrucci, AMS Membership and Programs Department, at 800-321-4267, ext. 4113 or, by email to emp-info@ams.org.

Photos on previous pages are courtesy of Joe Orlando, Inc.