

Mathematical Sciences Employment Center

*New Orleans Marriott, New Orleans, Louisiana
January 6-9, 2011*

The Employment Center offers a convenient, safe, and practical meeting place for employers and applicants attending 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.

Employment Center Web Services

All resume and job forms will be submitted and accessed electronically on the Web. In addition, registered attendees will also be able to utilize a basic scheduling tool in advance on the Web. The website and all information will be available beginning in mid-August, 2010, and will remain accessible through the period of the Employment Center. The same applicant and job information available on the Employment Center/EIMS website during the months preceding the event in New Orleans will be accessible during the JMM on computer terminals available at the Employment Center. While some schools may



delay appointment setting until late December, virtually all scheduling will be done before travel takes place, so applicants should expect few or no further appointments after arrival. Registering on site, for applicants, serves no real purpose.

There will be no printed books or paper forms. Also, there will be no paper message center since the new electronic system allows for interview arrangements. Computer scheduling is no longer provided at the Employment Center.

2011 Employment Center Schedule:

November 1, 2010-Suggested deadline for electronic forms submission to allow for advanced scheduling.

December 15, 2010-Advance registration deadline for JMM. Meeting badge will be required for admittance. After this date, meeting registration fees go up and meeting registration may only happen on site in New Orleans.

OPEN HOURS (NO access before opening time):

Thursday, January 6, 2011-8:00 a.m.-7:00 p.m.

Friday, January 7, 2011-8:00 a.m.-7:00 p.m.

Saturday, January 8, 2011-8:00 a.m.-7:00 p.m.

Sunday, January 9, 2011-9:00 a.m.-12:00 noon.

Location: Marriott Preservation Hall, Second Floor, New Orleans Marriott, 555 Canal Street, New Orleans

Do not schedule an interview to begin until 15 minutes after opening.

Note: When deciding on travel dates, keep in mind that employers may wish to conduct interviews on any of the days listed above.



No Admittance Without a JMM Badge

All applicants and employers planning to enter the Employment Center—even just for one interview—must present a 2011 Joint Meeting Registration badge or they will be denied admittance. This is not a new policy, but it is now strictly enforced. Meeting badges are obtained by registering for the Joint Mathematics Meetings and paying a meeting registration fee. See the JMM website at: http://ams.org/meetings/national/jmm/2125_intro.html for registration instructions and rates.

Employers: Choose a Table

There are two table types available for employers, based on the number of interviewers who will be present at any one time:

- one or two interviewers per table in the “Quiet Area” (US\$295), additional table (US\$105).
- three to six interviewers per table in the “Committee Table” area (US\$400), additional table (US\$105).
- If a table ONLY is desired, without an ad submission, just enter the Web system, look for pricing under “Career Fair”, purchase any table/ad combination, and then do not post the ad. Ad submission is not required, however, prices are the same whether the ad is used or not.
- All tables include the option to set appointments on the EIMS system where schools and employers can access the information.

The fee includes one ad, which will run in EIMS and serve as the Employment Center ad through January. Please note that the traditional advertising site on the AMS website, EIMS, now also serves as the ad placement site for the Employment Center. Employers should be sure and place their ad through the “Career Fair” tab which will be available on the EIMS website by mid-August. There is no point in placing an EIMS ad and an Employment Center ad separately; one ad will serve both purposes, but it MUST be placed using the Employment Center table purchase options.

All fees are to be paid at the EIMS ad website; fees are no longer paid through the JMM registration form. However, individual registration for the JMM is required for all interviews and no admittance is possible without a JMM badge.

Employers: How to Register

- Registration runs mid-August 2010 through January 6, 2011, at the following website: www.eims.ams.org. The suggested deadline is November 1 if possible.

• Use your existing EIMS account or create a new Employer account at eims.ams.org. Look under “Career Fair” to find the right table option and complete the purchase. Once a table is reserved, the ad can be placed at any time (or never) and will run until late January.

- Each person who will need to enter the Employment Center area must have a meeting badge (obtained by registering for the JMM and paying a meeting registration fee).

Once registered, employers will gain access to applicant data as it is submitted to the site. There will be applicant resumes on the site, but employers will want to notice especially the resumes marked “Employment Center” (EC logo). Also, employers can review the requests for interviews submitted by applicants on the system. To respond to a request, employers will be able to access the applicant’s pre-approved schedule and fill in the desired slot or slots. In this way, employers will build their own schedule, which is also viewable on the system.

To display an ad on site, and use no Employment Center services at all, submit your one page paper ad on site to the Employment Center staff. There is no fee for this service.

For complete information, visit <http://www.ams.org/emp-reg/>.

Applicants: Making the Decision to Attend

- The Employment Center offers no guarantees of interviews or jobs. Hiring decisions are not made during or immediately following interviews. In the current job market, the ratio of applicants to employers is about 10:1, and many applicants go completely unnoticed.



- There will ordinarily be no research-oriented post-doctoral positions listed or discussed at the Employment Center.
- Interviews will go to applicants who applied to jobs during the fall and are now being sought out by the institutions for in person meetings during the JMM.
- There will be no opportunity to speak to employers without a pre-arranged interview, and no walk-up job information tables.

In the current job market, the majority of Employment Center employers are academic departments of mathematical sciences seeking to meet a short list of applicants who applied for their open positions during the fall. Each year, a few government or industry employers are present. Often, they are seeking U.S. citizens only due to existing contracts.

All job postings and interview request arrangements are available on the website in advance, and now that this electronic service is in place, there is no other messaging conducted on paper. Please note, also, that there is no connection between Mathjobs.org and the Employment Center. The Employment Center shares web software with the EIMS ads on the AMS website, but not with Mathjobs.org.

Past attendees have pointed out that all interviews are arranged in advance, and there is no opportunity to make connections on site if it has not happened before the meeting. In a recent survey, fifty percent of applicants responding reported being invited for at least one on-campus visit to an employer they had interviewed with at the Employment Center. Please visit the Employment Center website for further advice, information, and program updates at www.ams.org/emp-reg/.

Applicants: How to Register

- Early registration is vital since most employers will finalize schedules before arriving in New Orleans.

- Register for the JMM by completing a meeting registration form and paying a meeting registration fee. No admittance without a meeting badge.

- Create an Applicant account on the Employment Center/EIMS website. Review job ads with the “EC” logo, upload documents, and request interviews.

After submitting information and a limited number of documents on the Employment Center/EIMS website, applicants should mark their hours of availability on their interview schedule/calendar. Applicants can then review the jobs ads marked “Employment Center” (EC logo) and, if desirable, click the “request an interview” button to show interest in the job. This may appear at times like making a job application, but it really only serves as an interview request with backup documentation. If an application has already been made separately (as is often the case) applicants should indicate that in a brief cover letter. Employers may, at any time, respond to your “request for interview” by filling in an interview slot on your schedule. Employers are usually happy if you then send a quick email agreeing to the appointment.

There are no Employment Center fees for applicants; however, admission to the Employment Center room requires a 2011 JMM badge, obtainable by registering (and paying a fee) for the Joint Mathematics Meetings. To register for the meeting, go to http://ams.org/meetings/national/jmm/2125_intro.html.

It is possible to attend one or more privately arranged interviews without official Employment Center registration, however, a meeting badge is required to access the interview room.

For complete information, visit <http://www.ams.org/emp-reg/>.

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