

*Are you a BCMP trainee who is or will be interviewing for faculty positions? Know that the department wants to help you succeed! You can practice your seminar or chalk talk for an audience of faculty members, as well as trainees interested in learning about the process, and get valuable feedback.*

*The practice sessions will be organized whenever there is a need for them. So, if you are putting together your application or talks, and would like to receive feedback, check out the more detailed instructions below!*

Goals:

- For the trainee who is going up for faculty position interviews: to practice their seminar and chalk talk and get valuable feedback from BCMP faculty.
- For other trainees: to watch and learn how to prepare a good job talk.

What you should do (apart from preparing your talk):

- Choose to present EITHER a practice seminar OR a practice chalk talk.
- Invite two or three specific faculty members who you would like to receive detailed feedback from.
- Pick a date and time that works for you and the faculty members you want to make sure of they can attend.
- You can choose to have a practice talk in front of just the two or three faculty members of your choosing, or have a practice talk in front of the department to mimic the audience of your actual seminar/chalk talk.
  - If you are having a practice talk in front of a few faculty members only, you are responsible for booking your own room.
  - If you would like for your practice talk to be open to all BCMP trainees, email Kristen Parker ([kristen\\_parker@hms.harvard.edu](mailto:kristen_parker@hms.harvard.edu)) with a talk title, format (seminar or chalk talk), date and time.
    - Please note that if you would like to give a practice talk open to other trainees, you must check the dates that the Cannon Room (or similar room) is available prior to scheduling the practice talk.
    - Kristen will book the room and send out announcements

to the department, who will be able to attend your practice talk and provide general feedback.

#### Practice seminar talk instructions:

- Prepare a 50-minute talk (adjust if the place you are interviewing at has given you different instructions)
- There will then be 5-10 minutes of questions, to mimic what will happen at your seminar talk.
- The next 15-20 minutes will be for general feedback on structure, presentation style, etc. (if your talk is open to all trainees, this is the type of feedback that other trainees in the audience will also learn from).
- The remaining 40-45 minutes will be for in-depth feedback. This will most come from the two or three faculty members you specifically invited for feedback, and the other attendees will leave (if present).

#### Practice chalk talk instructions:

- Prepare a chalk talk to fit into a one-hour time window. Allow for ample interruptions from the audience: audience members will be allowed to comment and ask questions, just like they will at the actual chalk talk.
- The next 15-20 minutes will be for general feedback on structure, presentation style, etc (if your talk is open to all trainees, this is the type of feedback that other trainees in the audience will also learn from).
- The remaining 40-45 minutes will be for in-depth feedback. This will just come from the two or three faculty members you specifically invited for feedback, and the other attendees will leave (if present).