

# Sample Cover Letter for an Advertised Faculty Position

Candidate's Address

Date

Name

Chair, Classics Search Committee

Excellent College

Address

Dear Professor Name:

I am writing in regard to the one-year Assistant Professor position advertised in the APA Positions list. I am currently a doctoral student in Classical Studies at the University of X, and fully expect to complete the requirements for my degree by this coming May.

Teaching has been an important part of my training at University of X, and I believe my background would be useful in your department. As a Benjamin Franklin Fellow, I have had considerable undergraduate teaching experience in several different types of classes, including first- and second-year Latin classes and recitation sections of the Classical Mythology class. The latter experience introduced me to the pleasures of leading class discussion and the challenges of transforming new material—some of it unfamiliar to me—into useful recitation sections each week. At University of X, I have attempted to recreate the inspirational classroom atmosphere I remember from my undergraduate years at much smaller institutions, Wesleyan University and College Year in Athens. Since my love of Classics began at a small college, I would relish the chance to contribute to that sort of environment at Excellent College.

I have been equally devoted to the research side of my graduate training. My dissertation, directed by Dr. Name, is entitled "Model Behavior: Generic Construction in Roman Satire." This study investigates the metaphorical language used to describe satire, and its implications for the poets' self-presentation. I argue that Horace, Persius, and Juvenal exploit the metaphors for satire that appear in their programmatic apologiae—satire as violence, as drama, and as legal process. Because these activities are also common subjects of satiric narrative, the narrative passages serve as generic markers and also reflect the satirists' attempt to construct their own poetic identities. Scenes featuring characters engaged in these acts—alter egos for the satirist figure—contain cryptic but very suggestive commentary on how satire came to be and what its important functions are.

With this research, I have been working to establish a place for myself in the scholarly community. In the past two years, I have delivered papers at regional meetings such as the Classical Association of Atlantic States, and at national meetings, including the American Philological Association. My most recent conference project was a collaborative effort; I helped to organize a panel on the satiric persona for the APA meeting in December.

Although my dissertation focuses on a single genre, it reflects interests of mine that I expect to resurface in teaching contexts in the future. One area that fascinates me is the place of ancient comic genres in the literary canon and cultural contexts of Classical antiquity. Comedy, satire, and related genres make excellent material for courses on ancient culture, and I would love to develop such a course at some point. Another special field of mine is ancient literary criticism, which I studied intensively for a Ph.D. exam on the ancient reception of Homer. Moreover, while both of these areas interest me in themselves, I believe that I can also parlay them into general civilization courses such as Excellent College's Freshman Humanities course.

I would enjoy discussing this position with you in the weeks to come. In the meantime, I am enclosing my Curriculum Vitae; letters of recommendation will arrive under separate cover. If you require any additional materials or information, I would be happy to supply it. Thank you for your consideration.

Sincerely,

Lily Scholar

Source: Heiberger, Mary Morris, and Julia Miller Vick. *The Academic Job Search Handbook*, 3rd edition. Philadelphia: University of Pennsylvania Press, 2001.