

DATE

Department of Foo Bar  
Institution Baz

Dear XXX,

I am a tenured, full professor of Computer Science and Engineering at Texas A&M University. I carry a unique, transdisciplinary perspective on research and education—which includes great respect for practitioners in other fields, as well as a background that spans art, design, performance, humanities, social sciences, mathematics, and computer science—and an innate motivation to foster diversity and inclusion in all aspects of education and research. Motivated when I saw women and minorities struggling in team projects, and refusing to passively perpetrate continuing inequalities, I began taking initiative, in 2016, to support inclusion through participatory workshops and mentoring interventions in my ½ capstone Programming Studio course.

I have supervised 9 PhD students (all graduated), 12 master's, and 35 undergraduate researchers. Four of the PhDs have permanent academic positions. One is a principal scientist for Adobe Research. A recent graduate is a post-doc. The remaining 4 are in industry.

I have published 13 journal papers and 85 conference papers. I have 2 Best Paper Honorable Mentions and 2 other Best Paper nominees. Google Scholar counts my citations over 2800 and my h-index as 28. As principal investigator, I have secured \$3,099,448 in research funding. My courses emphasize project-based learning. I have taught ½ capstone and capstone computer science courses. I am interested in teaching introductory courses in computer science, data science, and design, with the dual purposes of building skills, and bringing diverse students into our fields. I have taught unique studio courses in computer science, which emphasize creativity. Graduate courses include fundamental human-computer interaction methods and a plethora of advanced research courses.

For the past 2+ years, I have been serving, on assignment, as a program director in the Human-Centered Computing program of the Information and Intelligent Systems Division of the Computer and Information Science and Engineering directorate in the U.S. National Science Foundation (NSF).

Through this position, I gain valuable experience mentoring PIs, working closely with other NSF program directors and management, formulating programs and policy. I manage research awards in areas including Human-Centered Computing, the Future of Work, Teaching and Learning, and ethical research. This includes leading research funding proposal panels, giving feedback on and approving annual reports by awardees for progress and improvement; collaborating with colleagues across programs, divisions, and directorates; work with colleagues to prioritize research funding, based on criteria including ensuring that researchers and institutions with diverse perspectives are represented. At NSF, I pay special attention to diversity, building community, fostering mutual respect through panels and reviewing, and the importance of transdisciplinary work in addressing the big, society scale problems, which of course involve computing, of our times.

Why am I seeking a new position? My tenure at Texas A&M is secure and strong. I have no problems. I have discovered that I derive great pleasure from the mentoring, team-building, and policy roles I play at NSF. I find these roles personally satisfying. They align with my goals to transform the role of computing in the world to become more human-centered. I am seeking a new position based on my transdisciplinary

perspective, my mentoring skills, my emphasis on inclusion, and my desire to serve as a facilitator of transformation.

<<CONTEXT-SPECIFIC MATERIAL?>>

In the next phase of my career, I see my role as facilitating making members of my department, as well as my advisees and other students, as successful as possible. This will require figuring out what is most important to each faculty member and making this agenda central to the department's mission. As a key to this, I am excited about and qualified to lead and mentor the formation and performance of teams to compete for transdisciplinary research funding opportunities. Likewise, I am looking forward to mentoring junior faculty as they work to develop their research agendas and communicate these to funding panels through grant proposals.

I am excited about developing and executing strategies to attract and retain diverse students. At NSF, I have been successful in recruiting women to serve on panels and awarding funds to worthy proposals from female investigators. At the department level, I see diversity strategy as entailing a combination of continuous outreach, colloquia, social events, and implicit bias awareness at all levels.

As a program director at NSF, I am responsible for managing research awards in areas including Human-Centered Computing, the Future of Work, Teaching and Learning, and ethical research. This includes leading research funding proposal panels, including managing the production of proposal reviews and panel summaries; managing awards, including giving feedback on and approving annual reports by awardees for progress and improvement; collaborating with colleagues across programs, divisions, and directorates; work with colleagues to prioritize research funding, based on a plethora of criteria, including ensuring that researchers and institutions with different perspectives are represented. Communication initiatives include authoring a guide for constructive reviewing and ensuring that panelists heed principles; authoring a new guide for how to write a research award abstract, for awardees, according to principles of effective communication both with the public and the institutional hierarchy about intellectual merit and broad impact.

<<SUMMATIVE PARAGRAPH, CUSTOMIZED FOR CONTEXT>>

Sincerely yours,

Andruid Kerne