

PREFACE

During the past decade, the Human Factors and Ergonomics Society has introduced a variety of programs to help students and other professionals considering a career change prepare for and find appropriate and meaningful employment. These programs include the establishment of the year-round Placement Service, articles in Human Factors publications (such as Technical Group newsletters, the *HFES Bulletin*, and *Ergonomics in Design*), and panel discussions at the annual meeting. A few years ago, HFES began to collect relevant career articles and make them available in one convenient handbook. This year, the handbook has been revised and expanded.

This revised and expanded edition contains four sections. The first features articles written by the individuals who participated in the Career Panels held during HFES Annual Meetings and published in the meeting proceedings in the last seven years. Additionally, for the past two years, a student member of HFES has assembled an article based on notes taken at the Career Panels. Jennifer D. Trich Kremer prepared the summary for the two 1998 panels, and Melanie Diez wrote the summary of the 1999 panel.

The second section features reviews of jobs posted through the HFES Placement Service, which enables candidates to post their résumés and employers to search the candidate database and also list available jobs. Bill Moroney and Don Means prepared a summary of the jobs from 1994 through 1998. A summary of the jobs posted through the Placement Service during 1999 is also reprinted here.

The third section features reprints of career-related articles published by HFES, as well as an original article prepared specifically for this guide, "Interviewing for a Job" by Arnie Lund. The fourth section contains a Student Affiliate Member Application and pages from the HFES Placement Service Web site.

It is important to note that the articles present only the views of the authors (and not necessarily their employers), and there is no guaranteed single path that will lead to success in the job market. However, job applicants who study and integrate the viewpoints presented in this collection of articles with their own training and experience will improve their preparedness as job candidates.

It would be beneficial for students to review this publication sometime during the first year of graduate school in order to (a) decide which courses to take should be taken, (b) understand how much emphasis to put on research, and (c) evaluate whether industrial co-op or internship placement is desirable. A subsequent review of this publication would be beneficial just before entering the job market.

Although many of the articles contain points explicitly for the student preparing to enter the job market, individuals contemplating a change in careers would also benefit by reading many of the articles. Similarly, graduate school faculty members may wish to review these articles for ideas that will better prepare their students for a variety of types of employment.

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