Time:

Coveted/Valued, yet often wasted

...Enter Time Management
Seasonal...

• Daily quantity of time is not really variable

• Amount of discretionary and non-discretionary time changes along the larger/longer time trajectory (K12 ➔ collegiate ➔ graduate ➔ early career ➔ mid-career ➔ late career/emeritus)
  • Personal
  • Career-path
  • Unforeseen challenges

• Compartmentalization of the roles that we “play” is increasingly difficult...Technology/other

• Many cross-cutting considerations...i.e. Finances
Resources to aid in Time “Management”

Early Career Geoscience Faculty: Teaching, Research, and Managing Your Career
https://serc.carleton.edu/NAGTWorkshops/earlycareer/balance/time.html

- Articles from the Chronicle of Higher Education, Rick Reis' "Tomorrow's Professor" Mailing List, and others
- Alums of different workshops of this type

SE: Diverse trusted colleagues (senior and others), supervisor (Annual Evaluations, particularly 2017)

Notes:
Work-Life Balance, a misnomer?
Time management: Individual/Personal Considerations that are heterogeneous (e.g. fixed/flexible) and often in transition (why?)
S.W.O.T. Analysis

• Consider it as a strategic tool to help contemplate and organize personal considerations in a situation

• Strengths & Weaknesses (Internal); Opportunities & Threats (External)

• In this application:
  • Ask, “What are my priorities?” (unordered list of 1-3 would be manageable)
  • Take each of your priorities individually, considering your attributes (strengths & weaknesses) and external conditions providing opportunities or posing threats for your success in each priority...
    • At each type of institution
    • In each potential next step (post-doc/industry then academia/academia as research fac/etc.)
    • other

• Let’s give it a go...
Scenario

Note: Your S & W are personal and may be relatively invariable barring any interventional steps that you may take.

What are O & T to advancing research goals in a particular type of position? Think carefully about what your perceptions are of flexibility in time management of each. Fact vs fiction.

Table 1: Post-doc
Table 2: Visiting Assistant Professor
Table 3: Instructor
Table 4: Industrial R & D (+ adjunct?)

7-10 min.
Finish before time is called? Select another.
Where “you” spend your time reflects your priority/priorities

Lined sticky note: What are your priorities?
*List them and revisit often

Note relevant Round Table Discussion at EER 2018 for this topic:

Work-life Balance: Arc of a career
Jennifer Roberts of Univ. of KS
Tuesday 3:00pm-4:15pm Burge Union Forum C/D