

Dear Professor Name,

I hope you are well. I understand you are the Chair of the Mentoring/Pipeline Project for CSMGEP, and I am writing to you with a request.

I am Chair of the Department of Economics at Amherst College, and we are seeking to hire a tenure-track microeconomist this year, to start in fall 2013. We are making a broad effort to diversify our faculty, and are seeking to get the word out to interested minority applicants. At the moment, our student body is much more diverse than our faculty, and we are hoping to broaden our applicant pools. We know that many job candidates in economics have little familiarity with the liberal arts college environment, but we'd like to have a chance to show them what we have to offer. At Amherst, we have an extensive support system for junior faculty, a teaching load that supports an active research program, great students, and lots of support for research and professional development.

I would very much appreciate it if you could share our ad with any promising applicants you know who might be on the job market this year, or any faculty who might have mentoring relationships with potential candidates. Thanks very much for your help! Please feel free to be in touch at any point, either in general or about any particular candidates we should keep an eye out for this year or down the line.

Best,

Jessica

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