

FULL-TIME FACULTY SEARCH

Tenure-track OR Visiting

Department or Program: _____

Position Rank: _____

Academic Specialization: _____

Tenure Track? _____ Visiting? _____

Starting Date: September 1, 20 ____ Expected salary range, if known: _____

1. Proposed search committee members (including a representative from the administration, for tenure-track searches) and committee chair:

2. Briefly describe the basic qualifications, special skills, and fields of expertise sought:

3. Attach copy of the proposed position advertisement (Note: For tenure-track searches, the advertisement must be approved by the Provost and Lynn Olson before placement). List places and dates of desired placement.

4. What special efforts will be made to recruit women and minorities?

5. The provost's office will cover search costs (advertising, transportation, accommodations, etc.) up to \$3,000 unless a different amount is approved by the provost.

Department Chair _____ Date _____

Provost _____ Date _____

Director of HR/Affirmative Action _____ Date _____
(not needed for one-year visiting appointments)

