

Faculty and Academic Professional Search Plan

Academic Unit:

Rank/Title:

Academic Unit Code:

FTE:

Category:

Faculty

Academic Professional

Administrative

Track:

Tenure/Continuing Track

Not on Track/Year to Year

Multi-Year

Appointment:

Semester/Summer

Academic Year

Fiscal Year

Search Committee:

Search Committee Chair:

Search Committee Members:

Essential Functions of the Position:

Minimum Qualifications (as listed in the position advertisement):

Desired Qualifications (as listed in the position advertisement):

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Recruitment Resources (Check all that apply and provide names of sources):

Publications:

Websites/Listserve:

Professional Organizations:

Conferences:

Universities/Colleges with Appropriate Disciplinary Programs

Professional/Personal Contacts

Efforts to Reach Underrepresented Minorities in Your Discipline:

Contact Information (to be included in job notice on OHR website):

Name:

Phone:

Email:

and/or

College/Academic unit website:

Academic Unit Contact Info (not included in web posting):

Name:

Phone:

Email:

Mail Code:

Chair/Director Signature: _____ Date _____

AP Manager's Signature: _____ Date _____