CANDIDATE SELECTION FORM

For Faculty, Administrative and Staff Positions

Prior to inviting candidates for an on campus interview, this form must be completed and routed for approvals before submission to the Office of Human Resources.

Department: ________________________________ Position: ________________________________

If Faculty: Tenure-Track or Visiting
(Circle one)

Name of Proposed Interviewees:
(Include copy of resume)
______________________________________________
______________________________________________
______________________________________________

For Equal Employment Opportunity compliance, please provide a brief statement on the criteria that the search committee used to assess applicants’ qualifications.

State briefly the rationale for selection of proposed interviewees.

Search Committee Chair: ________________________________ Date: __________

VP or Provost’s Approval: ________________________________ Date: __________

Office of Human Resources: ________________________________ Date: __________

Clark University embraces equal opportunity and affirmative action as core values: we believe that cultivating an environment that embraces and promotes diversity is fundamental to the success of our students, our employees and our community. This commitment applies to every aspect of education, services, and employment policies and practices at Clark. Our commitment to diversity informs our efforts in recruitment, hiring and retention. All positions at Clark share in the responsibility for building a community that values diversity and the uniqueness of others by exhibiting integrity and respect in interacting with all members of the Clark community to create an atmosphere of fairness and belonging. We strongly encourage members from historically underrepresented communities, inclusive of all women, to apply.