

**RECRUITMENT PLAN**  
**University of Wisconsin-Stevens Point**  
**MINIMUM ACCEPTABLE CONTACTS**

<b>Position #</b>		<b>Date of first advertisement:</b>	
<b>Position Title:</b>			

Department Total Fac & Staff \_\_\_\_\_  
 Department Total Minorities \_\_\_\_\_  
 Department Total Women \_\_\_\_\_

Scope of recruitment (check appropriate space below)

National		Regional		Statewide		Local		Internal
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1. List of advertising sites (include newspapers, journals, websites, listservs, etc.):

Source	Date(s)	Cost
CW Jobs (posted by EAA office)		-0-
HigherEdJobs.com (posted by EAA office)		-0-
UWSP Vacancy List (posted by EAA office)		-0-
Diverse University Letters (3)		-0-

2. List of diversity and network contacts: (optional)

Contacts (Names of individuals, institutions, organizations, etc.)
Academic Careers ( <a href="http://www.AcademicCareers.com">www.AcademicCareers.com</a> )
American Association for Affirmative Action ( <a href="http://www.affirmativeaction.org">www.affirmativeaction.org</a> )
Career.edu ( <a href="http://career.edu">http://career.edu</a> )
IMDiversity.com ( <a href="http://jobs.imdiversity.com/employerx">http://jobs.imdiversity.com/employerx</a> )
Minority & Women Doctoral Directory (In EAA office for review)

3. Attach copies of all advertisements and sample copies of letters (sent out to diversity network).
4. Utilize internal, **free advertising** opportunities including:

University Relations and Communications (for online "Message of the Day")  
 Personnel Office  
 Career Services Office  
 Multicultural Affairs Office

**Signatures Required:**

Search & Screen Committee Chair \_\_\_\_\_ Date \_\_\_\_\_

EAA Director \_\_\_\_\_ Date \_\_\_\_\_