

Faculty & Academic Professional Search Plan (FAPSP)

Department:

Dept Code:

Mail code:

Rank/Title:

(must match title on Authorization to Recruit)

FTE%:

Classification

Faculty (see [ACD505-02](#))

Tenured

Tenure-track

Not on track (year to year)

Academic Professional (see [ACD505-03](#))

Not on track (year to year)

On track

Continuing status

Postdoctoral Research Associate

Term of Hire

Academic Year

Fiscal Year

Semester

Summer

Search Committee

(membership must comply with [ACD111-01](#))

Chair:

Committee members:

Essential Functions of the Position (fundamental or material job duties, distinguished from marginal duties):

Minimum Qualifications (must match minimum qualifications listed in position advertisement):

Desired Qualifications (must match desired qualifications listed in position advertisement):

Recruitment Sources (provide specific information for all sources that apply):

Publications (electronic or print:

Websites/Listservs:

Professional Organizations:

Conferences:

Universities/Colleges with
appropriate disciplinary programs

Professional/Personal Contacts

Efforts to Reach Underrepresented Minorities in Your Discipline:

(T/TT faculty postings must include at least two outlets that target underrepresented minorities; all other postings must include at least one outlet. A sampling of outlets can be found at <https://clas.asu.edu/resources/academic-personnel/tenure-track-personnel/recruitment-hiring> under "Diversity"):

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 name:

Chair/Director signature (in space below):

Date:

(Dean's office only)

Dean signature (in space below):

Date: