

Part-time Hiring Recommendations

PT Hiring AS Work Group

4 May 2021

- Recruitment (avoid limiting to “habitual sources”)
 - Post-hiring analysis (“autopsy”) of diversity of applicants, interviewees (by dept or campus)
 - Where were they recruited from?
 - Establish a relationship with those graduate program directors, faculty, and students.
 - Consider establishing a faculty internship program or connect with an established graduate program in your region. Expand to more diverse institutions
- Consider listing approved Form 1 equivalency on job announcement, update
- Look at questions from USC Race & Equity slides
- Interviews
 - Diverse interview panel (pull from other depts if needed)
 - Include open-ended question about sensitivity to diversity

[Potential request: ask DO and ODEI to help with items above (analysis and list of discipline-specific associations)]