

UNIVERSITY OF WISCONSIN - SUPERIOR  
Equal Opportunity Recruitment Plan

Search No. \_\_\_\_\_ Position/Department \_\_\_\_\_

**Search/Screen Committee members:** (Committee should be diverse and include women, minorities, and students where appropriate. Consider members from the community, other departments, etc.)

Chair \_\_\_\_\_ 6. \_\_\_\_\_  
1. \_\_\_\_\_ 7. \_\_\_\_\_  
2. \_\_\_\_\_ 8. \_\_\_\_\_  
3. \_\_\_\_\_ 9. \_\_\_\_\_  
4. \_\_\_\_\_ 10. \_\_\_\_\_  
5. \_\_\_\_\_ Assistant \_\_\_\_\_

**Professional/trade journals/organizations in which the advertisement will appear:**

1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

**Web sites:** HigherEdJobs.com & UpperMidwestHERC.org (free to departments)

1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

**Special mailings:** (Inquire about Affirmative Action Office resources)

1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

**Professional/personal contacts:**

1. \_\_\_\_\_ 3. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_

**Check the publications below in which this position will be advertised:**

- |  |  |
|--|--|
| <input type="checkbox"/> Chronicle of Higher Education (202-466-1760)                          | <input type="checkbox"/> Minneapolis Tribune (612-673-7799)        |
| <input type="checkbox"/> Women in Higher Education (608-251-3232)                              | <input type="checkbox"/> St. Paul Pioneer Press (651-228-9675)     |
| <input type="checkbox"/> Asian Pages (952-884-3265)  | <input type="checkbox"/> Milwaukee Journal Sentinel (414-224-2121) |
| <input type="checkbox"/> Diverse Issues in Higher Education (703-385-2400)                     | <input type="checkbox"/> Wisconsin State Journal (608-252-6379)    |
| <input type="checkbox"/> Hispanic Outlook in Higher Education (1-800-549-8280 ext. 102 or 106) |  |
| <input type="checkbox"/> News from Indian Country (715-634-5226 ext. 2)                        | <input type="checkbox"/> Chicago Tribune (1-800-974-7520)          |
| <input type="checkbox"/> Duluth News Tribune (218-720-4176)                                    | <input type="checkbox"/> Daily Telegram (715-395-5000)             |
| <input type="checkbox"/> Other _____   |  |

**Attach complete job description/vacancy announcement and all advertising with Purchase Requisitions.**

**Submit Purchase Requisitions to Affirmative Action Officer for approval of ad language.**