Point of Contact for Request

Request Initiated by (First and Last Name): Click here to enter text.

Requestor’s Role (e.g., Dept. Chair, Search Chair): Click here to enter text.

Requestor’s E-mail: Click here to enter text.

Requestor’s Phone: Click here to enter text.

Primary Faculty Candidate Information:

Primary Faculty Candidate Name: Click here to enter text.

 Primary Search Department: Click here to enter text.

Name of Search Committee Chair: Click here to enter text.

Search Committee Chair Phone: Click here to enter text.

Search Committee Chair E-mail: Click here to enter text.

Secondary Faculty Position Candidate Information:

Partner Faculty Candidate Name: Click here to enter text.

Secondary Faculty Position Department: Click here to enter text.

The position requested is:

|  |  |
| --- | --- |
| [ ]  Professorial faculty position | [ ]  Non-tenure Track (NTE) faculty position |
| [ ]  Limited-term non-tenure track (NTE) position which may be converted to a professorial faculty position after 1 to 3 years | [ ]  Shared position with the primary faculty position (only when dual-career hire is in same discipline as primary faculty position) |
| [ ]  Research faculty position |  |

Qualification Requirements

Does the primary department’s search involve a national search process? [ ]  Yes [ ]  No

Has the secondary faculty position department reviewed the partner candidate’s credentials, interviewed the candidate, and voted by secret ballot to recommend this candidate for the proposed position? [ ]  Yes [ ]  No

Dean’s Statement of Approval

Per Wright State University’s Dual Career Faculty Hiring Policy, I have reviewed and approve the attached proposal.

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Primary Position Dean Name (Print) | Secondary Position Dean Name (Print) |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Signature | Signature |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date | Date |

**Required Proposal Statements**

1. Please describe the secondary position desired, including rank, academic discipline, job duties, and required qualifications: Click here to enter text.:
2. Explain how the primary and secondary faculty positions will advance the college and university’s strategic plan, as well as strategic goals and needs within the primary and secondary departments (limit 500 words):
3. Projection of the anticipated economic impact from the successful dual career hires (limit 300 words):
4. Summary of the secondary department faculty’s recommendation of the secondary candidate (limit 300 words):
5. Plan for covering expenses related to the secondary faculty position, included secondary department/College support for the hire during and after the dual-career support period: Click here to enter text.
6. Statement from secondary Department Chair and College Dean outlining how the secondary candidate’s qualifications make this individual a strong candidate (limit 300 words):

**Required Attachments**

[ ]  Secondary candidate’s CV

[ ]  Completed Strategic Hire form

***Please complete this form and e-mail, along with any required attachments, to Shannon Norton (******shannon.norton@wright.edu******), Office of the Associate Provost for Faculty and Staff Affairs.***