Diversifying the Faculty
Active Recruitment Strategies

- Survey departments at other universities to see which of them have strong records in awarding PhDs to underrepresented individuals.
- Ask members of the department to send job announcement to universities with strong Ph.D. records and follow up with a call to colleagues to see if they know of underrepresented individuals who might be qualified for and interested in this position.
- Call or send the full position description to professional organizations focusing on underrepresented individuals.
- Engage local networks of people in related fields at area colleges, corporations, and businesses to see if they know of potential candidates.
- Contact relevant professional organizations for any rosters of underrepresented individuals receiving PhDs in the field. Solicit current lists of caucuses or subgroups within professional organizations.
- Encourage faculty who will be attending professional conferences or visiting other universities to combine recruiting efforts with their visits. They should be encouraged to solicit curriculum vitae from promising candidates.
- Establish a working relationship with other departments where underrepresented individuals are already on board and with persons who might be willing to make calls to established networks.
- Maintain ongoing contact with professional organizations, associations and agencies that have job referral services.
- Invite women and scholars who are persons of color from other institutions to participate in department-sponsored symposia and visiting appointments.
- Use a personal approach to contact potential candidates who have been identified or nominated. If an individual declines a nomination or does not respond to your letter, try to contact the person by phone to determine if the reason for declining can be addressed or resolved.
- Have a discussion in a department or search committee meeting to brainstorm other active recruiting strategies.

Adapted from: Recruiting a Diverse, Qualified Group of Applicants; University of Minnesota, UWIDE Policy Library, 2012 Regents of the University of Minnesota