



Academic Applicant Search Plan

Part I: To be completed by the Department / Division

Academic Title: Department/Division: Date:

Qualifications for Position:

Please identify the sources that will be utilized for the recruitment of candidates for this role:

Advertisements (Attach drafts of advertisements and identify the publications to be used):

Additional recruitment sources:

Will a search firm be used to recruit for this role? Yes No

Search committee structure and membership, if applicable:

Department Chair Signature: Date:

Please submit this form for review by the Associate Dean of Diversity

- **For the Departments of Medicine, Pediatrics and Neurology:** Dr. Carla Boutin, cboutin@med.cornell.edu
- **For all other academic departments:** Dr. Rache Simmons, rms2002@med.cornell.edu

Part II: To be completed by the Associate Dean of Diversity

AAP Job Group:

AAP Goal: Yes No Specific Goal:

Additional recruitment sources recommended:

Recommended changes in advertising copy? Yes (If yes, please attach edits.) No

Associate Dean of Diversity Signature:

Date: