TO: Diversity Search Advisors, Faculty Coordinators  
FROM: Anita L. Allen  
DATE: June 22, 2016  
SUBJECT: Faculty Search Resources

As you plan your searches for faculty appointments, you should consider using the following resources for publicizing available openings at Penn. For some time now, the University has purchased access to unlimited postings on the following sites on behalf of Penn departments and Schools:

Pennsylvania-New Jersey-Delaware Higher Education Recruitment Consortium (“HERC”), Inside Higher Ed (“IHE”), and Diverse Issues in Higher Education will run as an automatic export. Be sure to check the appropriate boxes on your job posting to add them to HERC and IHE.

The Hispanic Outlook in Higher Education: Job postings can be emailed to Sergio Lugo at sergio.lugo@hispanicoutlook.com, in Microsoft Word format. Please mention the Penn package when placing your ad.

The Journal of Blacks in Higher Education and/or Women in Academia: Job postings can be emailed to Conor McDonough in Word format at ads@jbhe.com. Please mention the Penn package when placing your ad.

Association of Women in Science: Jobs may be posted for on their website (awis.associationcareernetwork.com) through the Penn account. You must choose CREDITS as the form of payment to avoid being charged for the transaction. Login: provost-fac@upenn.edu and password: STEM

Please note that for all of these resources, the Penn account will only cover posting the ad for the “standard” length of time, which varies from site to site. Departments may purchase a longer ad posting, or a re-posting, at their own expense.

In addition to these resources, jobs can be advertised through the Ford Foundation Fellowship office by sending position announcements to Yvette Huet at ymhuet@uncc.edu. (There is no charge for this posting.) Information about the Ford Foundation Fellowships program is available at: sites.nationalacademies.org/PGA/FordFellowships/index.htm

Finally, we recommend this resource list available on the HERC website, including many discipline-specific organizations: http://www.hercjobs.org/jobseeker_tools/diversity_resources/

We hope that these resources will make it easier to broaden candidate pools, and to attract the most excellent and diverse faculty possible.