

## STRATEGIES FOR DIVERSIFYING APPLICANT POOLS

June 10, 2009

The Diversity Policy and the Guidelines for Faculty Searches require departments to develop a proactive strategy for diversifying applicant pools in tenure track searches. The best recruitment strategies involve personal contact through established social networks, professional organizations, followed by direct email or phone to recommended individuals. For these reasons, recruiting efforts are most effective when they build on the ongoing involvement of Grinnell faculty in professional associations and collegial relationships with people from diverse backgrounds and experiences. Below we suggest initiatives that have been used by various departments for inclusion in a strategy of active recruitment.

1. Contact individuals in your discipline who may be able to nominate highly qualified individuals who can contribute to the diversity of our community and curriculum. Then follow up with email or telephone calls to nominated individuals to ask them to apply for the position.
2. Identify criteria for selecting alumni/ae who may be able to help identify qualified applicants, and the Associate Dean's office will arrange to have a letter sent to those alums. The Associate Dean's office can provide templates of departmental letters requesting alum assistance for a search.
3. Check on-line for recent applications in your discipline from early career scholars who applied to the Consortium for Faculty Diversity. If there are applicants whose areas of expertise match your position, you can contact them and invite them to apply, or you may ask them to recommend others who the search committee may approach. (You may need to ask an assistant to help find up-to-date addresses for former CFD applicants.)
4. Contact the leaders of programs in your discipline that aim at fostering a more diverse group of professionals in your field. Send the job description to people who run such programs, and ask for nominations of possible candidates the search committee might contact.
5. The NSF runs programs to help diversify the Ph.D. pool in the sciences. Contact the people who run these programs and solicit their help in identifying candidates for the position. Invite them to nominate people or ask for names of recent participants in their programs.
6. The Vice President for Diversity and Achievement can help a search committee identify associations and conferences in your field that promote professional networks for candidates who may be U.S. minorities.
  - ◆ Email the position description and ask for recommendations of how to bring the position to the attention of highly qualified candidates.
  - ◆ Consider advertising opportunities in the web listings or newsletters of these organizations.
7. Use the list of the "top 25" departments awarding Ph.D.'s in the discipline (provided by the Dean's office), and send the job advertisement to the directors of those programs asking for nominations of highly qualified applicants, noting the College's strategic interest in enhancing the diversity of the faculty and curriculum.

8. Request travel funds to attend a conference to meet possible candidates, hear their papers, and invite them to apply for the position. Although the budget is constrained, we will continue to fund efforts that support key academic priorities when we can. Apply for travel funds using the standard online request form, and state that the purpose of the meeting is diversity recruiting.

Please let us know strategies that seem most effective for your search, and any other ideas that you would like to add. Please also let us know things that do not work well or impede a good faith effort. Ask current colleagues and former colleagues to learn more about how your department and the College can improve its appeal to a broad range of candidates. When we are perceived or experienced negatively by potential faculty members, we need to learn from mistakes, and work to improve our programs and campus climate. Pass on what you learn so others can learn too.