



### **Hiring for Mission Guidelines**

Recognizing distinct differences among the Departments of the Creighton College of Arts and Sciences – differences in hiring procedures, disciplinary demands, rank and tenure criteria—the following are suggested guidelines for consideration by Departments in their objective to identify and recruit new faculty who not only excel in the discipline but clearly seek to participate in Creighton's Jesuit and Catholic mission

1. Announcement of position. Published announcements of a faculty, opening should include a statement that the Department takes seriously its role in furthering the University's Catholic and Jesuit mission, and that candidates should address in their cover letter ways in which they will contribute to this mission.
2. Screening written applications. In determining which applicants to invite for preliminary interview, consideration of "fit" with Creighton's mission should be an important factor. Moreover, each invited candidate should be directed to the mission statements of the University, the College and the Department, as well as the College's Identity Statement, with the recommendation that he/she be prepared to address them in the interview.

Preliminary interview. Those candidates who will be invited to campus for formal interviews at this stage should have been able not only to articulate Creighton's mission but also to express a commitment to contribute to it as faculty member. Such expression should also be part of the invited candidate's written formal application to the College.

On-campus interview. Discussion of participation in Creighton's mission should be a regular part of the various scheduled interviews, with Department individuals, with the Department as a whole, and with the Chair. Based on the entire process, the candidate(s) recommended to the Dean should be outstanding in all aspects, including "fit" with the mission.