

Faculty Position Advertisement Authorization Form

School/College: _____ **Position Title:** _____

Department: _____ **Rank:** _____

Please email advertisement to EOS (eoaa@uta.edu) in a word document and attach approved copy of the advertisement text to this form.

The following statements must be included in the advertisement text:

- UT Arlington is an Affirmative Action/Equal Opportunity Employer. Women, minorities, veterans, and individuals with disabilities are encouraged to apply.
- The use of tobacco products is prohibited on UT Arlington properties.
- This is a security sensitive position, and a criminal background check will be conducted on finalists.

Name, Address, and Fax Number of Publication(s) where ad will appear *

Post in Chronicle of Higher Education? Yes _____ No _____

Submission of advertisement can only be done after EOS approval.

Chair of Search Committee Name (Print) Chair of Search Committee Signature Date

Admin Contact: _____ EXT: _____ Email: _____
(All correspondence from EOS will be sent here)

Administrative Approval:

Department Chair Signature: _____ Date: _____

Dean Signature: _____ Date: _____

EOS Director Signature: _____ Date: _____

** EOS will post advertisement on the following websites: UT Arlington Faculty Job Opportunities Website, WorkInTexas.com, HigherEdJobs.com and TheRegistry @ TexastechUniversity, NorthTexas HERC, and Faculty For the Future.*