



EASTERN CONNECTICUT STATE UNIVERSITY

Office of Equity & Diversity

**AFFIRMATIVE ACTION SEARCH PLAN**

Instructions: To assist with the planning and implementation of an approved search, please (1) complete the following information; (2) attach the position description/advertisement; (3) attach a copy of the approved EHR-2; and (4) obtain the required signatures before submitting to the Office of Equity & Diversity (Gelsi-Young 254) for final approval.

**SECTION 1: POSITION/SEARCH CLASSIFICATION**

Position Title: \_\_\_\_\_

Hiring Department: \_\_\_\_\_

UNCLASSIFIED POSITION

- Management/Confidential
- Faculty/Counselors/Coaches/Librarians (AAUP)
- Administrative Faculty (SUOAF)
- OTHER: \_\_\_\_\_

CLASSIFIED POSITION

- Maintenance (NP-2)
- Administrative Clerical (NP-3)
- Protective Services (NP-5)
- Administrative & Residual (P-5)

**SECTION 2: SEARCH TYPE:**

New Position     Vacancy/Refill    Previous Incumbent: \_\_\_\_\_

**SECTION 3: SEARCH COMMITTEE COMPOSITION:**

**CLERICAL/SEARCH ASSISTANT (if applicable):**

NAME	DEPARTMENT	PHONE #	EMAIL

**SEARCH CHAIRPERSON:**

NAME	DEPARTMENT	GENDER	RACE/ETHNICITY

**SEARCH COMMITTEE MEMBERS:**

No.	NAME	DEPARTMENT	GENDER	RACE/ETHNICITY
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

W=White BA=Black H=Hispanic AP= Asian AA=American Indian NH=Pacific Islander TW=Two or More U=Unknown

