

Shared with ANR for review and agreement, including provision of funds for recruitment

**ANR VP releases CE Specialist position for recruitment**

**Draft job description**

**Determine Search Committee composition**

**Develop recruitment plan and budget**

**Candidates identified for on-site interviews**

**Preferred candidate identified and salary offer developed**

**Salary offer made and accepted**

**Start up package development**

ANR informed of candidates, dates and locations of interviews

Name, CV and existing supporting correspondence/report from Committee along with requested starting salary sent to ANR for review and agreement

Inform ANR

Requested start up package provided to ANR for review and agreement

Successful Hire

**Still to add**

* Information points – Exec Dir APU
* Decision points – Assoc Dir CE & AES, ANR VP
* Information to be provided from Dean’s office of appropriate College/School