

Policy Statement:

Wesleyan University is committed to using innovative hiring and retention strategies in order to diversify its faculty and staff in the service of its educational mission. The Opportunity Hire Policy aligns with Wesleyan's commitment to equal opportunity and affirmative action in accordance with state and federal law. The Opportunity Hire Policy provides guidance for hiring people who will make impactful contributions to the university and the campus community. This includes individuals who bring diversity in areas where historical underrepresentation exists and/or who bring a unique or different perspective because of their professional or personal backgrounds, interests or expertise. The opportunity hire process is intended to enhance rather than circumvent the normal search process by providing opportunities to hire highly desirable faculty and staff outside of the normal search process or availability of positions. In cases where a candidate could readily be considered through a competitive search process, a request for an Opportunity Hire will not be judged favorably.

Process and Criteria for Faculty Opportunity Hire Policy

- No immediately available hiring line or open position exists in the hiring unit.
- The individual being considered has excellent qualifications and would make a strong, positive impact on the program and university.
- There is a curricular or other demand for which the individual is especially qualified.
- The hiring unit shall submit documentation on national availability of underrepresented groups in their discipline, concrete steps taken to cultivate diverse candidate pools, and the unit's long-term diversity strategy, including, when relevant, curricular diversity and pedagogical impact on historically underrepresented students.
- Each candidate will be reviewed and approved according to the hiring practices of the university. This will include professional judgment of their likelihood of success in future tenure and promotion decisions, when applicable.
- Some opportunities may involve bridging until an expected resignation or retirement occurs. In these cases the hiring unit should make the bridging nature of the request clear.
- Once the Vice President for Academic Affairs has reviewed and approved the request and documentation, all materials will be forwarded to the Office for Equity & Inclusion for concurrence.

Wesleyan University Opportunity Hire Policy – September 2016

The Provost's office and the Office for Equity & Inclusion can facilitate discussions with the appropriate units and administrators relevant to the Opportunity Hire request.

Process and Criteria for Staff Opportunity Hire Policy:

- No immediately available hiring line or open position exists in the hiring unit.
- The individual being considered has excellent qualifications and would make a strong, positive impact on the program and the university.
- The hiring unit shall submit a request through their cabinet member to Human Resources with justification to fill the position with an opportunity hire along with an explanation as to the need for the position. The request should include a job description and statement supporting the individual's qualification, accompanied by a copy of the candidate's application and resume.
- Some opportunities may involve bridging until an expected resignation or retirement occurs. In these cases, the hiring unit should make the bridging nature of the request clear.
- Human Resources will review the request with the Vice President for Finance and Administration and the Vice President for Equity and Inclusion to determine if the request will move forward.
- Each candidate will be reviewed and approved according to the hiring practices of the University.

Initial opportunity hire funding will likely come from central sources but the long-term goal is to maintain current staffing levels in the officer area. It is expected that departments requesting an Opportunity Hire will not generally fill a comparable position when a vacancy occurs in the future.