



## Job Announcements/Postings with Funding Pending Process

- The University engages in strategic planning to manage the organizational structure. Therefore, positions may be identified as necessary to the organization, prior to funding being fully secured.
- The University acknowledges that there are instances where it is appropriate and necessary to announce/post a position prior to final funding being secured.
- Posting a position in advance of finalizing the funding allows the University to expedite filling crucial positions that may require an extensive search period.
- Posting a position in advance of finalizing the funding allows the University to adhere to timelines and action items that will result from filling the position.
- Positions may be posted in advance of funding being secured regardless of the funding source (Grants, Title III Funding, and General Fund).
- If while the position is announced/posted it is determined that funding is secured, the announced/posted position will be filled following normal University procedures.
- If while the position is announced/posted it is determined that funding will not be secured, the announced/posted position will be withdrawn.
- Advertisements for positions which are posted without funding secured will contain the following statement: "Interested candidates are advised that filling this position is dependant on funding. This job announcement may be withdrawn if funding is not secured."
- The electronic postings and position descriptions for positions which are posted without funding secured will also provide the following statement: "Interested candidates are advised that filling this position is dependant on funding. This job announcement may be withdrawn if funding is not secured."