**Advertisement Template for Lecturer Pools**

SALARY RANGE

*The example below is only for illustration purposes. Please work with your dean’s office and refer to* ***Guidelines for the Application of SB 1162 and AB 168*** *at* [*https://ap.ucsb.edu/resources.for.department.analysts/recruit/*](https://ap.ucsb.edu/resources.for.department.analysts/recruit/)

*(Using Markdown formatting):*

See [Table 15] (<https://ap.ucsb.edu/compensation.and.benefits/ucsb.salary.scales/15.pdf>) for the salary range for this position. A reasonable estimated full-time rate for this position at 100% time is $X- $Y. Percent appointments may vary.

*(Resulting text):*

See [Table 15](https://ap.ucsb.edu/compensation.and.benefits/ucsb.salary.scales/15.pdf)for the salary range for this position. A reasonable estimated full-time rate for this position at 100% time is $X - $Y. Percent appointments may vary.

POSITION DESCRIPTION

The Department of *[name]* at the University of California, Santa Barbara invites applications for a pool of qualified lecturers to teach *[course(s)]* in *[area or subdiscipline, as applicable]*. Screening of applicants is ongoing and will continue as needed. The availability of positions varies from quarter to quarter, depending on the needs of the department. Positions may range from [x% to y% time].

*[Position description narrative as appropriate].*

*Diversity statement (from RB VII-7):* The university/department is especially interested in candidates who can contribute to the diversity and excellence of the academic community through research, teaching and service.

The posting will remain open until *[date, no longer than one year, and not past March 31]* to accommodate department needs. The pool will close on *[date, up to one year in advance]*; if you would like to continue to be considered after that time, and the pooled position is advertised again, you will need to submit a new application.

Please note: The use of a lecturer pool does not guarantee that an open position exists at the time you are applying. See the next review date specified in UC Recruit to indicate the next potential upcoming opening. If there is no future review date showing, your application may not be considered at this time.

**When filled out properly, these areas will populate automatically into the applicant-facing Advertisement/Apply Page text:**

SALARY RANGE

POSITION OVERVIEW

APPLICATION WINDOW

QUALIFICATIONS

APPLICATION REQUIREMENTS

CAMPUS INFORMATION

JOB LOCATION

*\*[DEPARTMENT ANALYSTS:* *Please note, in order to ensure that applicants are aware of the current review period and to align with best fair hiring practices, use public review dates rather than private dates.]*

*Last updated February 2023*