

Advertisement Template for Lecturer Pools

The Department of *[name]* at the University of California, Santa Barbara invites applications for a pool of qualified temporary lecturers to teach *[course(s)]* in *[department]* for upcoming openings. Screening of applicants is ongoing and will continue as needed. The number 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].

Basic qualifications: The minimum qualifications required to be an applicant *[e.g. degree, years of experience, etc.]* (required at the time of application)

[Additional qualifications] (required by the time of appointment)

[Preferred qualifications] (desirable but not required)

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

To apply, please go to the following link: *[link to UC Recruit for this position]*. Applicants should submit *[requirements for submission, e.g., cover letter, curriculum vitae, summary of teaching experience, etc.]*. Applicants should also *[provide contact information only]* for *[number of]* references (or) *[arrange to have number of]* letters uploaded on the applicant's behalf to UC Recruit.

The posting will remain open until *[date, no longer than one year, and not past October 31]* to accommodate department needs. (Optional: Appointments for fall quarter are usually reviewed in *[month]*, winter quarter in *[month]*, and for spring quarter in *[month]*.) 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 review date specified in UC Recruit to learn whether the department is currently reviewing applications for an upcoming opening. If there is no future review date specified, your application may not be considered at this time.

All ads must end with this statement (from RB VII-7):

The University of California is an Equal Opportunity/Affirmative Action Employer and all qualified applicants will receive consideration for employment without regard to race, color,

religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law.

**[DEPARTMENT ANALYSTS: Please note, in order to ensure that applicants are aware of the current review period, use public review dates, rather than private.]*

Last updated October 2018