# Templates

## Sample job advertisement language from the Office for Faculty Advancement

This resource includes [examples](https://uw-s3-cdn.s3.us-west-2.amazonaws.com/wp-content/uploads/sites/48/2018/07/24025326/Job-Ad-section-examples.pdf) from across UW on (a) how to include commitment to diversity and inclusion in the description of the position, (b) how to include a unit description that values diversity and diversity-related work, (c) how to include UW’s commitment to diversity in university description, and (d) how to describe potential allies.Additional resources can be found in [*Part 3: Outreach*](https://www.washington.edu/diversity/administrators/handbook/outreach/) of the UW Handbook of Best Practices for Faculty Searches and the [*Online Toolkit*](https://www.washington.edu/diversity/administrators/handbook/toolkit/)

## Sample language about commitment to faculty diversity in the College of Engineering

Departments wishing to highlight faculty diversity efforts in the College of Engineering at UW can include the following in their job advertisement: “The University is building a culturally diverse faculty and staff and strongly encourages applications from women, underrepresented minorities, individuals with disabilities and covered veterans. The University is a first-round awardee of the National Science Foundation’s ADVANCE Institutional Transformation Award to increase the advancement of women faculty in science, engineering, and math (see www.advance.uw.edu). Moreover, the College of Engineering has consistently had one of the highest percentages of women faculty in the top 50 colleges of engineering (US News and World Report Undergraduate Rankings). Additionally, the University’s Office for Faculty Advancement promotes the hiring, retention, and success of a diverse and inclusive faculty at the University of Washington.”

## Sample Rubrics

Assessment criteria should be tailored to the goals and needs of individual departments. Rubrics support evaluation of applicants along multiple dimensions (e.g., research, teaching, DEI, etc.). These sample rubrics, some of which have been used by units within the College, may help departments develop their evaluation criteria.

* Research Assessment Rubric
* Teaching Assessment Rubric
* Diversity, Equity, and Inclusion Assessment Rubric

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