

INTERFOLIO FACULTY SEARCH INTRODUCTION

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INTRODUCTION

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WHAT IS INTERFOLIO FACULTY SEARCH?

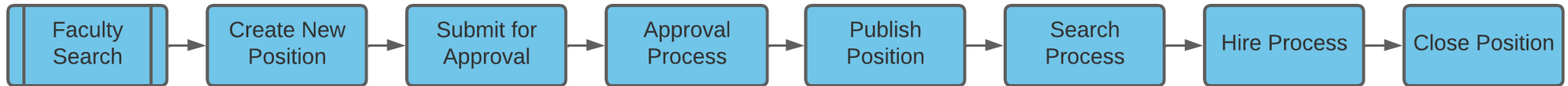
Interfolio Faculty Search is an online platform designed to streamline the faculty recruitment process for academic institutions. It offers a comprehensive suite of tools to manage job postings, collect applications, review candidate materials, and make hiring decisions.

Key Features include:

- Approval Process for a requested faculty position
- Job posting to multiple job boards
- Management of individual applications
- Secure request and review of confidential letters of recommendation
- Gather EEO data
- Committee review

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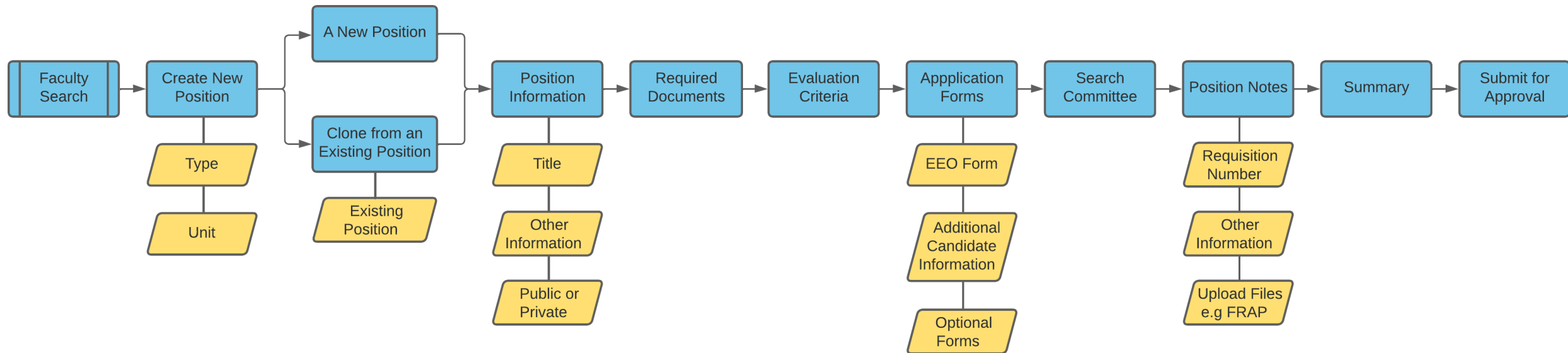
PROCESS OVERVIEW



More detail for each Step in this process will be provided in the next pages.

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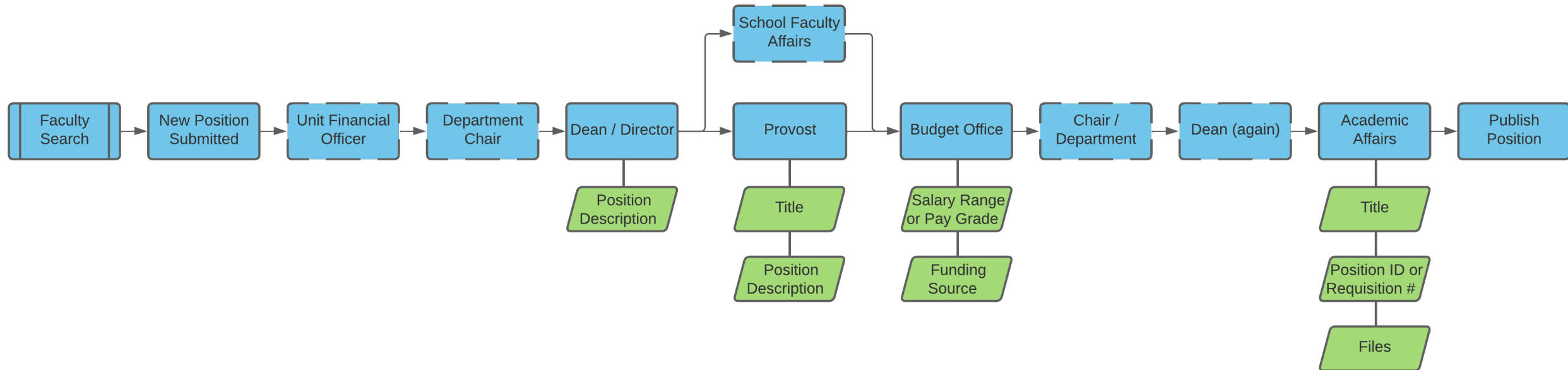
POSITION CREATION PROCESS



A How To with images can be found in the accompanying document entitled “Interfolio Faculty Search - 2 - Create a Hiring Position”.

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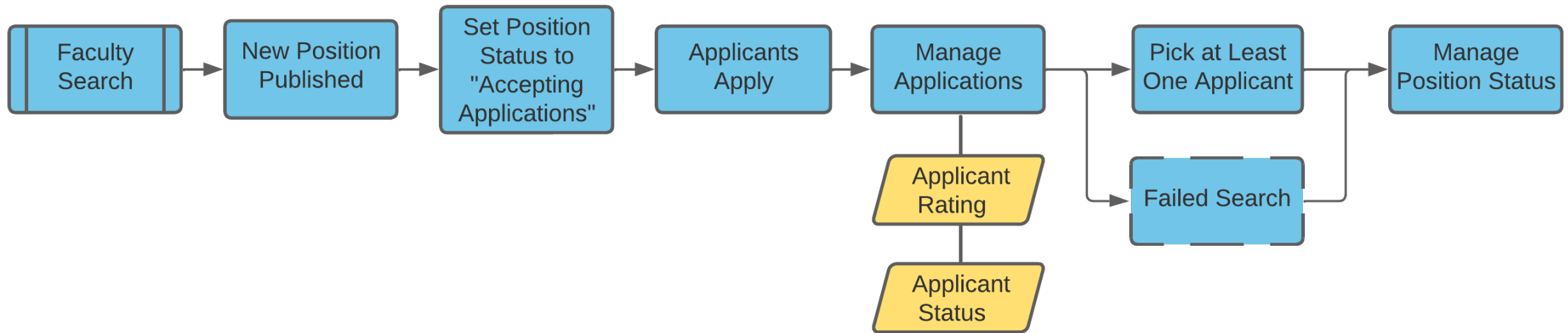
POSITION APPROVAL PROCESS



A How To with images can be found in the accompanying document entitled “Interfolio Faculty Search - 3 - Approve a Hiring Position”.

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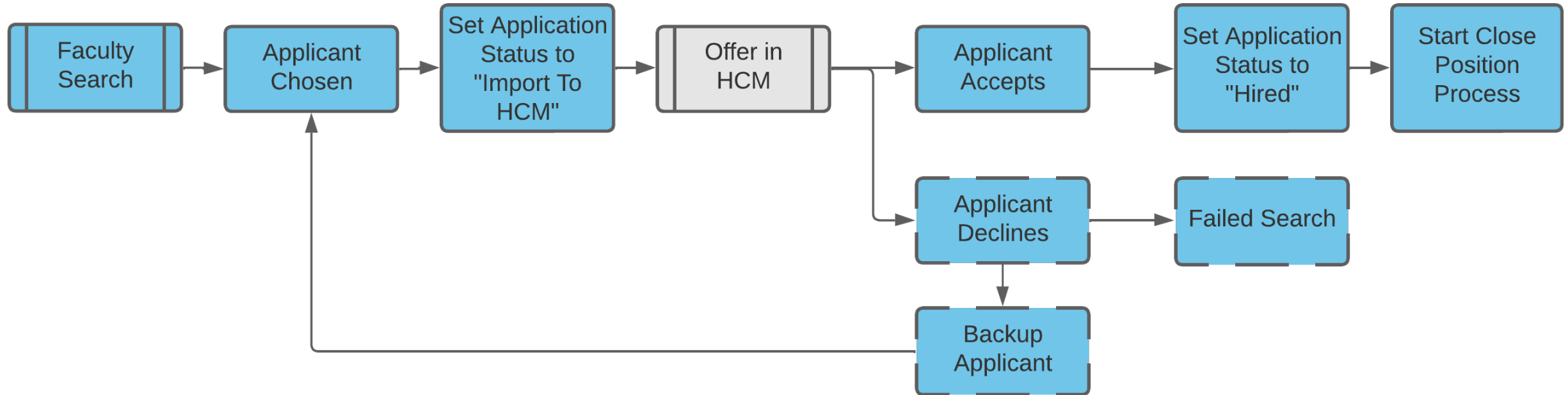
APPLICANT SEARCH PROCESS



A How To with images can be found in the accompanying document entitled "Interfolio Faculty Search - 4 – Manage the Applicant Search for a Position".

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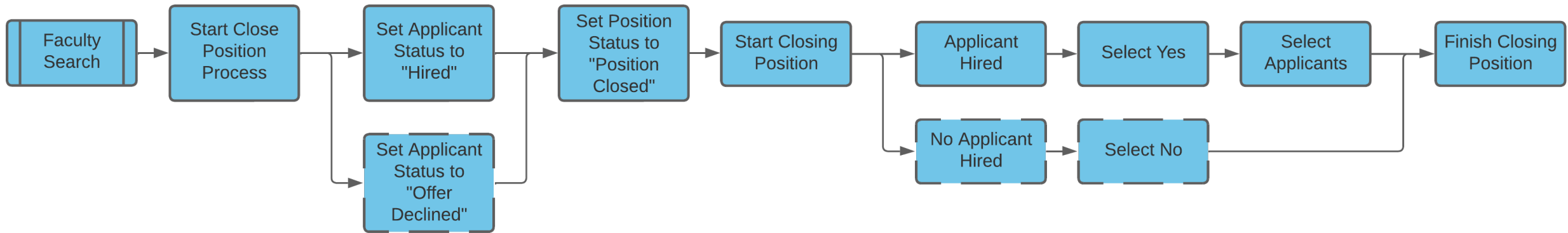
APPLICANT HIRE PROCESS



A How To with images can be found in the accompanying document entitled "Interfolio Faculty Search - 5 – Hiring an Applicant for a Position".

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POSITION CLOSE PROCESS



A How To with images can be found in the accompanying document entitled "Interfolio Faculty Search - 6 – Closing a Position".

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