

Like any major university, Notre Dame continues to build an academically superb faculty. It is also committed to recruiting a diverse faculty who support its mission as a distinctively Catholic research university, including women and persons of color, as well as other religious believers and nonbelievers. In order to sustain the identity which informs that mission, the University of Notre Dame seeks to attract and retain greater numbers of junior and senior Catholic scholars, scientists, and artists to research, create, and teach. An important aspect of making Notre Dame a distinctively Catholic, preeminent research university is ensuring that its Catholic students receive an education imbued with the lived experience of present-day Catholicism.

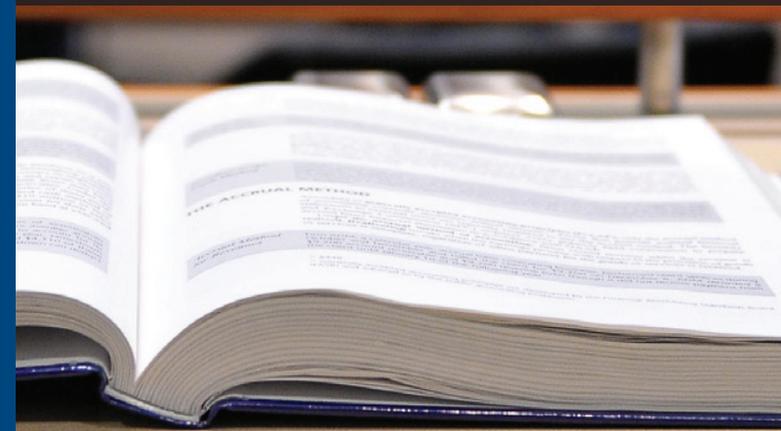


Office for Recruitment Support

Email: recruit_support@nd.edu



University of Notre Dame Mission Hire Database FAQs





■ How are faculty hired at Notre Dame?

The University hires like any other research university. Practices vary somewhat among Notre Dame's colleges and schools, but the process usually begins with departments or other hiring units requesting authorization of new or replacement faculty positions and drafting position descriptions of them. Then the provost and deans establish budgets that authorize "lines"; hiring units with authorization solicit applications; search committees vet applicants' files; in some cases, they and departmental appointments committees interview selected applicants; from a pool of finalists, a few applicants are invited to campus for presentations and interviews; sometimes with input from faculty in the units, the responsible committees and chairs recommend to their deans candidates for appointment; if they agree and the President and provost assent, an offer is made to a finalist.

■ How are Catholic candidates identified and introduced into the mix of applicants?

Notre Dame maintains an Office for Recruitment Support, which is charged with helping to identify for faculty positions academically excellent potential candidates who can advance its Catholic identity. By supplying information about possible mission hires at all levels, the Office supports departments and programs in conducting their faculty searches.

■ How does the Office for Recruitment Support help to identify possible candidates for faculty positions at the University of Notre Dame?

The Office maintains a database of scholars who have been identified as Catholic, either by the scholars themselves or through public means.

■ What information does the database contain and how is it reported?

In addition to an individual's name, the database includes information about an individual's scholarship, current academic affiliation, teaching, and publications. Published or volunteered e-mail addresses are the only contact information in the database. Departments and/or hiring units requesting reports from the database receive them only in hard-copy format—electronic copies are never provided. Copies of those reports are not circulated outside the University of Notre Dame.

■ How can I participate in this database?

By contacting the Office for Recruitment Support by email (recruit_support@nd.edu). In response, you will receive an electronic form asking you to provide:

- Your first name
- Your last name
- The institution where you are currently enrolled for your terminal degree
- The department granting your terminal degree
- Your current e-mail address
- Your scholarly interests
- Your dissertation title (if known)

Once the form is returned, your information will be added to the database. When a department or other hiring unit announces an open faculty position in a given scholarly discipline, it requests a report listing scholars in the database who fit the parameters of its open position.

■ What is the immediate benefit of including my information?

As a small token of our gratitude to you for participating, the Office for Recruitment Support will make an anonymous \$10.00 donation to one of these charities as you direct:

- Catholic Relief Services
- World Wildlife Federation
- National Resources Defense Council

■ What is the potential benefit of including my information?

Participating in this database increases the likelihood that the University will contact you regarding open faculty positions for which you are academically qualified. It assists the University in fulfilling its commitment to hire academically gifted faculty who will enhance its distinctively Catholic identity. Please keep in mind, however, that your participation does not guarantee that you will receive a job offer or even an interview from the University of Notre Dame.

■ What if I no longer wish to participate in this database?

Please contact the Office for Recruitment Support (by email at recruit_support@nd.edu or by telephone at [574] 631-1420) and your record will be immediately deleted from the database.