

Faculty Search**JOB SEARCH REPORT 2 – FINALIST APPROVAL REQUEST FORM**

Please submit this report along with a copy of your recently submitted Job Search Report 1 – Shortlist Approval Form to Dean Roy's office (dean_of_faculty@emory.edu) and copy the Office of Equity and Inclusion (OEI@emory.edu). The only attachment needed in addition to the JSR-1 Shortlist Approval Form is the relevant candidate pdf packet for the finalist selected.

1. Department/Program Name: _____

2. Job Search Position Title: _____

3. Finalist selected:

Name: _____

In the event the finalist withdraws or that the offer is rescinded, please include the names of potential candidates that would receive offers, (if known).

Name: _____

Name: _____

4. Was this search under an OEI hiring goal? ☐ Yes ☐ No

5. If yes, what was the goal and how does this selected finalist meet the goal?

6. Please include additional comments on particular challenges and successes of the search. What additional steps would you recommend in a future search? What elements of the recruitment process could be improved? What resources, innovations, and efforts should be carried over to the next search?

☐ This report has been reviewed by the chair of the search committee and the chair of the department.

Report Completed and Submitted by:

Print Name

Signature