**SAMPLE**

**Candidate Evaluation Worksheet: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_– Stage 1 Application Review**

Position

Name (Last, First): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **CANDIDATE HAS MET THE FOLLOWING MINIMUM QUALIFICATIONS** | **YES** | **NO** |
| Doctorate in \_\_\_\_\_\_\_\_ or a related field (a, b)Degree(s): |  |  |
| Other requirements or licenses or experience required in job advertisement: |  |  |

Please rate the candidate on each item below using the following scale and specified sources of information for each judgment in parenthesis (\*please see key below):

|  |
| --- |
| **0 = Not Qualified 1 = Minimally Qualified 2 = Competitive 3 = Highly Competitive** |

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| **1. DIVERSITY INITIATIVES** | **SCORE** |
| Demonstrated ability to contribute to diversity initiatives (a, b) | \_\_\_ x 2 =  |
| **2. SCHOLARLY ACTIVITIES/RESEARCH** |  |
| a. Demonstrated strong academic record (a, b) Evidence of publication record (articles, chapters, other): (a, b, c)\_\_\_\_\_\_ published \_\_\_\_\_\_ in press  |  |
| b. Program of research in alignment with Departmental mission and goals (e.g., diversity) (a, b)  |  |
| c. Demonstrated achievement in original research and scholarship (a, b, c) |  |
| d. Demonstrated success in securing extramural funds for their research: (a, b)  Amount of funding to date: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Funding source(s): Federal State Local Foundation Other |  |
| e. Demonstrated an interest in research mentorship with junior faculty and graduate students |  |
| **3. TEACHING** |
| a. Prior teaching experience at the undergraduate level (a, b)\_\_\_\_\_\_ classes taught in total Teaching areas of emphasis:  |  |
| b. Prior teaching experience at the graduate level (a, b)\_\_\_\_\_\_ classes taught in total Teaching areas of emphasis: |  |
| c. Demonstrated commitment to quality teaching (a, b) |  |
| **OVERALL SCORE (Total Points):** |  |
| **OVERALL ASSESSMENT (0, 1, 2, 3):** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| \*KEY: SOURCES OF INFORMATION | a. cover letter | b. CV | c. scholarly publications |