**POSITION VACANCY ANNOUNCEMENT AND RECRUITMENT PLAN**

**Department/School:** **Job Posting Number:**

**Position:** **Appointment Date:**

**Closing/Review Date:**

**Position Description (responsibilities/duties)**

**Qualifications**

**Required:**

**Preferred:**

**Application Procedures**

Texas State University

Texas State University is a doctoral-granting Emerging Research University located in the burgeoning Austin-San Antonio corridor, the largest campus in The Texas State University System, and among the largest in the state.  Texas State’s 37,979 students choose from 97 undergraduate, 88 master’s and 12 doctoral programs offered by 10 colleges (Applied Arts, The Emmett and Miriam McCoy College of Business Administration, Education, Fine Arts and Communication, Health Professions, Honors, Liberal Arts, Science and Engineering, The Graduate College, and the University College).  With a diverse campus community including 48% of the student body from ethnic minorities, Texas State is one of the top 13 producers of Hispanic baccalaureate graduates in the nation.  In fall 2015, there were 1,300 full-time faculty and 2,000 full-time staff.  Research and creative activities have led to growing success in attracting external support.  For FY 2015, Texas State had an annual operating budget of over $600 million. Texas State’s Research and Development expenditures for FY 2015 were more than $47 million.  The Alkek Library has more than 2.6 million titles in its collection.  Additional information about Texas State and its nationally recognized academic programs is available at [www.txstate.edu](http://www.txstate.edu).

**Personnel Policies:**

Faculty are eligible for life, disability, health, and dental insurance programs. A variety of retirement plans are available depending on eligibility. Participation in a retirement plan is mandatory. The State contributes toward the health insurance programs and all retirement plans. [www.hr.txstate.edu/benefits](http://www.hr.txstate.edu/benefits)

**Texas State University is a tobacco-free campus. Smoking and the use of any tobacco product will not be allowed anywhere on Texas State property or in university owned or leased vehicles.**

**The Community:**

San Marcos, a city of about 58,000 residents, is situated in the beautiful Central Texas Hill Country, 30 miles south of Austin and 48 miles north of San Antonio.  Metropolitan attractions plus outdoor recreational opportunities makes the community an attractive place in which to live and work.  Other major metropolitan areas, including Houston and Dallas-Ft. Worth, are within four hours.  Round Rock, a city of 112,000 residents is located 15 miles north of Austin in the Central Texas hill country.

Some positions may require teaching on the main campus and at the Texas State University Round Rock Campus.

Texas State University, to the extent not in conflict with federal or state law, prohibits discrimination or harassment on the basis of race, color, national origin, age, sex, religion, disability, veterans’ status, sexual orientation, gender identity or expression. Equal employment opportunities shall include: personnel transactions of recruitment, employment, training, upgrading, promotion, demotion, termination, and salary. Texas State is committed to increasing the diversity of its faculty and senior administrative positions. Texas State University is a member of The Texas State University System. Texas State University is an EOE.

**Recruitment:**

Ads or web postings will be placed

What efforts will be made to determine the availability of and notify potential minority applicants?

**Concurrence/Approval:**

Chair/Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Chief Diversity Officer and Director, Equity and Access \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Associate Vice President for Academic Affairs \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_