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PRACTICAL TIPS – DEEPENING THE POOL

1. Women and minorities are judged most fairly when they make up at least 30% of the applicant pool (Heilman, 1980; Sackett et al., 1991; Valian, 1998).
2. Have a recruitment plan and include deep pool as an objective.
3. UA Guide to Successful Searches: http://www.hr.arizona.edu/01_rec/searches/searchguide.php
4. Start recruiting before you need to. Collect names of promising individuals who present at conferences and write interesting articles. When possible and practical, seek to forge a relationship with these individuals so that when an opening occurs, they are familiar with the University of Arizona's strengths.
5. Call for nominations.
6. Send to venues which target women and minorities.
7. Call colleagues in the field and ask for leads. Conversations will typically be more productive than email.
8. Don't require letters of recommendation during the first phase of the recruitment process. This makes it easier for individuals to express interest in a position and keeps their interest confidential.
9. Think creatively. Perhaps non-tenure track possibilities or some other alternative arrangement might be desirable as a first step.
10. Advertise and recruit broadly.
 - a. Contact professional associations to send ads to specialty groups:
 - American Indian Science and Engineering Society: <http://www.aises.org>
 - Association for Women in Mathematics: <http://sites.google.com/site/awmmath/>
 - Association for Women in Science: <http://www.awis.org>
 - National Society for Black Engineers: <http://www.nsbe.org>
 - Society of Hispanic Professional Engineers: <http://www.shpe.org>

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- Society of Mexican American Engineers and Scientists: <http://www.maes-natl.org>
 - Society of Women Engineers: <http://www.swe.org>
 - Many more in the search guide:
http://www.hr.arizona.edu/01_rec/searches/searchguide_visits.php
- b. Contact graduate programs with high numbers of qualified women and minority PhD candidates. Utilize databases:
- The Presidential Awards for Excellence in Science, Mathematics & Engineering Mentoring (PAESMEM) identifies outstanding mentoring efforts/programs designed to enhance the participation of groups underrepresented in science, mathematics and engineering: <http://www.nsf.gov/awards/PAESMEM/index.jsp>
 - MIT's Technology Review - honors innovators 35 or younger whose technologies are poised to make a dramatic impact on our world:
<http://www.technologyreview.com/tr50/2012/>
 - Look for R25 or T32 mentoring grant recipients in the NIH database:
<http://projectreporter.nih.gov/reporter.cfm>
 - Rice University ADVANCE Database of Underrepresented Ph.D. Students and Post-docs: <http://www.advance.rice.edu/nifpdb.aspx>