

ARTICLE XX
JOB POSTINGS

Section A. To ensure transparency, accessibility, and equal opportunity in the hiring process for the positions covered by this Agreement, the ~~University Corporation~~ requires departments and units to list openings for all positions covered by this Agreement on the ~~Corporation's~~ ~~University's~~ central recruitment and employment website or job portal on the website(s) of the relevant department or hiring unit, and/or in field specific venues online and/or in print.

1. This requirement may be waived in exceptional cases where posting is not feasible, such as emergency hires; situations where a graduate student has been offered a post-doc position or other unit position upon graduation; situations where a newly hired principal investigator is bringing team members from another institution; spousal hires in conjunction with a new faculty member's hiring; situations where the role is for a temporary academic position for a duration of less than a year and situations where time is of the essence and a position must be filled quickly.
2. ~~The Employer University shall provide the Union with a monthly list of all positions that are filled without posting pursuant to the exceptions outlined in Section A1 of this Article in writing.~~

~~The Employer shall notify the Union of any position that is not posted pursuant to the exceptions outlined in Section A1 of this Article in writing within five (5) business days after it is filled.~~

Section B. Postings shall be listed on the ~~Corporation's~~ ~~University's~~ website or job portal or other sites referenced in Section A for a minimum of fifteen (15) business days prior to the application deadline to allow interested and qualified individuals sufficient time to prepare and submit their applications.

Section C. ~~The Corporation~~ Within 90 days of ratification, the University shall make postings for all positions covered by this Agreement available to current employees at least five (5) ~~ten~~ ~~(10)~~ business days before they are posted on any public or external website or job portal. ~~The Corporation shall make Postings for all positions covered by this Agreement available to current employees at least ten (10) business days before they are posted on any public or external website or job portal.~~

1. Hiring units are **encouraged, but not** required to give current employees who have applied for a posted position and **reasonably** meet the position's listed minimum qualifications an interview if interviews are **typically being** conducted for the position.
- ~~2. In cases where a former employee whose employment was terminated by the Corporation due to term limits applies for an in-unit position and the former employee reasonably meets the listed qualifications, the former employee shall be guaranteed an interview.~~
- ~~3. Former employees whose employment was terminated by the Corporation due to term limits shall be given opt-in access to the in-unit Official Postings at least ten (10) business before they are posted on any public or external website or job portal.~~
- ~~4. In cases where a former employee whose employment was terminated by the Corporation due to term limits applies for an in-unit position and reasonably meets the listed qualifications, they shall be guaranteed an interview.~~

Section D. For each Posting, the **Corporation University** shall provide the following information:

1. Position title and classification (per Article XX. Titles and Classifications);
2. Department, program, or lab; and their location;
3. Expected starting date (and termination date, if applicable);
4. Appointment term (if applicable) and whether renewal is possible;
5. Description of duties;
6. Salary/pay range and benefits eligibility;
7. Eligibility requirements, and minimum and desired qualifications;
8. Documents to be submitted with the application;
9. Description of the application process;
10. A statement on non-discrimination;
11. A statement that the position falls within the existing bargaining unit;

12. The deadline for the application.

Section E. ~~The Union may request prior Official Postings if necessary to carry out their representational functions.~~ Departments or hiring units shall make prior postings available for review upon the Union's request on a case by case basis. Requests for such postings will be made to OLER and not the department.