# Introduction to the Search Plan Template

Robust Search Plans are required before TTF searches may be advertised for the 2022-23 search year. This process builds on the answers your unit submitted in the IHP proposal for this search – feel free to leverage that information accordingly. Your assigned HR recruitment consultant can help your committee find resources to draft these templates or answer questions as needed. Further, the [Active Recruitment Team (ART)](https://provost.uoregon.edu/conducting-ttf-search) will provide materials and workshops as searches progress through the candidate evaluation and selection phases.

For technical issues with using the MyTrack system, please contact [mytrackhelp@uoregon.edu](mailto:mytrackhelp@uoregon.edu). For questions regarding completion of the template, please contact your assigned HR Recruitment Consultant.

# Search Plan Template

Please upload this completed template to the “Documents” tab of the MyTrack requisition for your search.

*Italic text* is instructional and is intended as a guide only; it does not require a direct response. Please directly respond to all non-italic questions/prompts.

**The above will be deleted when we submit the doc.**

**2022-2023 TTF Search # 530175**

***Associate Professor - CPHS***

**Search Plan**

## What are the anticipated search timelines?

*Provide expected dates for a-f.*

* 1. Posting: September 15, 2022
  2. Candidate review begins: October 24, 2022
  3. Review of candidates completed and short list developed: October 28, 2022
  4. Proposed first interview (e.g., Zoom): November 14, 2022
  5. Proposed first on-campus interview (if applicable): Jan 5, 2023
  6. Search completion: March 1 or open until filled

## Please list your search committee members, and search advocate, if applicable.

## Ellen McWhirter (Chair), Jen Doty, Anne Marie Mauricio, Wendy Hadley, Rhonda Nese, Student rep: Lue Williams, Staff rep: Dannette Roberson. Search Advocate: Alyssa Rayhel

## How did you establish a diverse and inclusive search committee?

*You are not required to address all of the criteria below. Use your judgment to define and describe how you created a diverse and inclusive committee, including potentially factoring in other criteria not addressed below.*

* 1. *How does your committee reflect demographic diversity?*

Our committee includes demographically diverse faculty, staff, and students in terms of race/ethnicity, career stage, and job classification. Committee members represent multiple diverse disciplines within the field of psychology including child/clinical psychology, counseling psychology, family and human development, and special education. The committee members also bring diverse disciplinary and professional networks in these disciplines as well as adjacent disciplines.

* 1. *How have your committee members contributed to diversity, equity and inclusion in scholarship, teaching, advising, or service?*

All committee members are expected to contribute to diversity, equity, and inclusion as part of their university duties. This includes conducting academic scholarship and research on issues related to diversity, equity, and inclusion in clinical intervention work, and/or in school and agency settings; teaching courses in our Spanish Language Psychological Services and Research Specialization, graduate level clinical practica, and/or undergraduate teaching in Family and Human Services all of which include an emphasis on diversity, equity, and inclusion. Committee members also provide service at the local unit, college, and university on diversity, equity, and inclusion-related committees. Members of our committee also conduct research with underrepresented populations, are involved in outreach to underrepresented communities, and do other diversity-related work. Finally, disciplines represented on our committee include child clinical psychology, counseling psychology, special education, and family and human development, which will facilitate effective and varied outreach.

* 1. *Explain how your committee represents different areas within the field.*

Committee members represent multiple diverse disciplines within and adjacent to the field of counseling psychology. They also have focus on a wide range of participant populations (e.g., parents, young children, English language learners, Latino adolescents and young adults, special education populations, and adolescents at-risk for substance misuse, obesity, or risky sexual behavior).

* 1. *How do search committee members’ professional networks support effective and varied outreach?*

Committee members each have robust professional networks in diverse disciplines related to their scholarship and their applied research or clinical intervention practices, which will maximize the committee’s ability to support effective and varied outreach to diverse job candidates.

## What is your plan for meeting the implicit bias training requirement for all committee members?

*All search committee members must complete an implicit bias training every three years prior to beginning candidate review. Please refer to the* [*Division for Equity & Inclusion website*](https://inclusion.uoregon.edu/implicitbias) *for available workshops.   
Provide answers for a and b (if applicable).*

* 1. Have all search committee members taken an implicit bias training within the last three years?

No

* 1. If not, what are you plans to ensure this training occurs prior to beginning candidate review?

All search committee members will be required to complete the implicit bias training by the fall 2022 term, prior to any candidate review (if they have not completed in person training within the last three years). If in-person implicit bias training is not offered during the first month of the fall 2022 term, search committee members will be required to take the online implicit bias training prior to any application reviews.

## Beyond the required implicit bias training, how will you share [Expected Practices for TTF Searches](https://provost.uoregon.edu/expected-practices-ttf-searches) and associated resources with all committee members?

*Suggested communication strategies are addressed below. Please address as applicable.*

* 1. *Will you disseminate this information prior to your first scheduled search committee meeting?*

Committee members will have access to the OneDrive search folder that will contain implicit bias and additional search committee best practices documents. Access will be available prior to the first committee meeting.

* 1. *How will you discuss the information at your first meeting to help ensure that clear expectations are set for all committee members during the process? Will you invite others to attend the meeting to help guide the discussion?*

At this first meeting, a discussion will be held on the expected search practices and we will have a direct and open conversation about implicit bias and strategies for combating explicit bias including consistent and clear messaging to encourage a broad, diverse pool of applicants; clear criteria in the position description; and clear and consistent procedures for evaluating applicants.

## What challenges do you anticipate during the process and how will you mitigate them?

*For example, do you think your faculty will struggle to determine whether or how best to ask for and assess a candidate statement on diversity, equity, and inclusion? Do you anticipate challenges keeping to expected search practices in particular areas such as not asking inappropriate interview questions?*

## *Will search committee members and department heads/members attend UO workshops on tools that can be used during conversations by search committees and departments for the effective evaluation of candidates (more information to be provided in fall 2022)?*

## The search committee chair will attend any UO workshops available in fall 2022 on tools that can be used to facilitate and support the effective evaluation of candidates. Any such workshops and/or workshop materials, tips, or tools will also be distributed to the full search committee, and they will be notified of any recommended UO trainings.

## Committee members will be provided access to the search modules housed in the new Community Canvas site called “UO Faculty”

## *Will you use the Gender Decoder (*<https://provost.uoregon.edu/active-recruitment-tenure-track-faculty-searches#AdditionalResources>*) and/or a similar tool designed to improve inclusivity of your advertisement/recruitment?*

## There are no major challenges anticipated during the search process. The search committee will also use the Gender Decoder to improve inclusivity of the advertisement/recruitment.

1. **Each Institutional Hiring Plan proposal was required to reference** [**field availability estimate data**](https://ir.uoregon.edu/sites/ir.uoregon.edu/files/Field_Availability_Estimates_for_2022_IHP.pdf)**, provided by** [**Institutional Research**](https://ir.uoregon.edu/FAE)**. How will you use this data to inform your outreach to any underrepresented groups?**

*If your discipline has data on potential applicants by demographic that is more comprehensive or better reflects those who are available for positions (e.g., postdocs) than this data, please provide your recommended data, its source, and an explanation of why it is preferred over the field availability data.*

## *What assumptions do you have about this search and the likely applicant demographics?*

## The applicants will likely be recent graduates, postdocs, or students in their final year of Ph.D. programs, applying from across the country. Applicants will likely be

## primarily women and we anticipate strong representation from diverse groups.

## *Are there additional discipline or degree areas that might be relevant to your search and outreach?*

## This position requires that candidates be eligible for licensure as a psychologist, hence only candidates with doctoral degrees in applied psychology (clinical, counseling, or school psychology) will be considered. Our advertising plan will reach candidates in these areas.

## *In reviewing the data, are there areas of underrepresentation that should benefit from targeted recruitment?*

## The field availability estimate data provided by Institutional Research will be used to inform the committee’s active recruitment strategy, particularly for conducting targeted outreach among potential applicants from underrepresented racial and ethnic minority groups in this field of study.

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| **Degree Field/Subfield** | **Estimated**  **% Women in Field** | Estimated % Underrepresented Minorities in Field | | | | | |
| % Total Minorities | % Black or African American | % Asian | %  American Indian or Alaska Native | %  Hispanic or Latino | % Two or more races |
| Counseling  education/counseling and guidance | 75% | 36% | 20% | 3% | 0% | 9% | 3% |
| School psychology  (education) | 82% | 26% | 9% | 6% | 0% | 8% | 2% |
| Clinical psychology | 77% | 27% | 6% | 6% | 0% | 10% | 3% |
| Counseling psychology | 73% | 31% | 11% | 6% | 1% | 9% | 4% |
| Developmental and  child psychology | 84% | 29% | 6% | 10% | 0% | 9% | 4% |
| Family psychology, human development and family studies | 76% | 28% | 11% | 5% | 0% | 9% | 2% |
| Health, medical  psychology | 78% | 30% | 13% | 4% | 0% | 10% | 3% |
| Neuropsychology, physiological  psychology | 64% | 23% | 2% | 9% | 0% | 9% | 3% |
| School psychology  (psychology) | 80% | 26% | 9% | 6% | 0% | 8% | 3% |

## What is your advertising plan?

*Address both a and b.*

* 1. Provide a copy of your short advertisement[[1]](#footnote-1) (i.e., the brief text you would submit to publications such as the Chronicle of Higher Education).

The Department of Counseling Psychology and Human Services (CPHS) in the University of Oregon’s (UO) College of Education (COE) is seeking applications for a tenure-line faculty position in counseling psychology focusing on underserved populations to primarily serve in its Counseling Psychology Ph.D. program.

* 1. What will you incorporate into your advertisement to show your unit’s/UO’s commitment to diversity/equity/inclusion?
     1. *How can you describe your unit/UO to make our commitment to diversity/equity/inclusion clear in the advertisement?*

We have clearly articulated our college, department, and faculty commitment to diversity in the announcement, as demonstrated by these excerpts:

The successful candidate will be committed to continuous development of their own and others’ competencies for fostering diversity and inclusion. Preference will be given to candidates able to contribute to our Spanish Language Psychological Services and Research specialization. The UO, COE, and department are committed to increasing diversity within our faculty. Applicants from underrepresented and historically marginalized backgrounds are strongly encouraged to apply.

The University of Oregon (UO) and College of Education (COE) are committed to building a diverse faculty who are dedicated to promoting equity in teaching, research, service, and outreach. Candidates who are members of underrepresented and historically marginalized groups are strongly encouraged to apply. The Department of Counseling Psychology and Human Services strives to maintain an inclusive learning environment that values and celebrates diverse perspectives to ensure that all faculty and students within our programs can flourish professionally and personally. We are similarly committed to advancing programs, practices and services that promote equitable access and improvements in the lives of individuals, families, and communities; particularly in settings characterized by limited access to resources and other structural barriers. Our community strives to advance equity and inclusion through our research, pedagogy, service, and clinical partnerships, which collectively aim to improve the lives of individuals, families, and communities.

Successful candidates must be able to work effectively with students, staff, and faculty from culturally diverse backgrounds and with multiple intersectional identities, and to help advance diversity, equity, and inclusion in the university community

•Preferred qualification: Ability to conduct clinical supervision in Spanish and contribute to coursework in the Spanish Language Psychological Services and Research Specialization

* 1. Describe your plan for advertising in a minimum of two locations. Please specify if these locations are standard for your discipline or if they are being added in response to the review of the availability data. *Refer to the Diversity Resources list for potential options (*[*https://hr.uoregon.edu/recruitment/hiring-faculty-and-staff/recruitment-advertising-guide/faculty-position/faculty*](https://hr.uoregon.edu/recruitment/hiring-faculty-and-staff/recruitment-advertising-guide/faculty-position/faculty)*), and/or address other appropriate locations that you have identified.*

We will advertise on listservs and job boards that attract new graduates in counseling psychology and closely related applied psychology fields (e.g., American Psychological Association, the Society for Counseling Psychology, and the National Latinx Psychological Association) and that support diverse and under-represented academics (e.g., American Associations’ of Blacks, Hispanics, and University Women in Higher Education). Also, we will reach out directly to listservs and newsletters and programs with a history of producing next generation scholars and use social and professional networks to contact training program directors and internship directors have contact with students completing their training and recent graduates from diverse and under-represented backgrounds.

## Describe the actions you will take to actively grow the pool of potential candidates for this search; please build on your unit’s answers to Question 3 of this search’s IHP proposal to do so.

*Active recruitment is the process of “generating a pool [of applicants] rather than merely tapping it” (NSF ADVANCE Michigan, 2007). Active strategies include making direct contact with graduate students, faculty and key institutions, and building relationships over time.*

*Describe your plans for at least three additional forms of outreach to seek out diverse candidates. The suggestions below provide some examples but are not an exhaustive list.*

* 1. *Brainstorm with HR Recruitment Consultant to generate new ideas*
  2. *Conference outreach (please list conference description and dates)*
  3. *Contacting professional associations with subgroups for women and underrepresented minorities (please list association names)*
  4. *Outreach to programs and/or influential people in the field who are known for mentoring diverse graduate students and junior faculty members*
  5. *Direct calls to possible candidates to encourage them to apply*

The search committee will engage in numerous actions to actively grow the potential pool of candidates. This will include conducting personal outreach at an upcoming educational conference (National Latinx Psychological Association- October, 2022). We will also contact professional associations with subgroups for women and underrepresented minorities (the Society for Counseling Psychology, the National Latinx Psychological Association, the American Psychological Association). Search committee members will also conduct extensive outreach to the leading scholars in Counseling Psychology who are known for their work with diverse mentees. Finally, all search committee members will be encouraged to make direct calls and emails to potential candidates to encourage them to apply.

1. Your full announcement does not also need to be included here: it is accessible directly in MyTrack. [↑](#footnote-ref-1)