

WHO IS ELIGIBLE?

This protocol is primarily focused on Tenure Track and Continuing Track faculty who are being hired by the University or have been hired within the past two years. However, the University recognizes that non-faculty appointments are vital to its mission and will give full consideration to others as needed.

SERVICES PROVIDED

- ◆ Dual career identification and information about positions at UD
- ◆ Information about job openings with area employers
- ◆ Referral for informational interviewing both at UD and in the community
- ◆ Support and advice on resumes, cover letters and interviewing techniques
- ◆ Referral to specialty recruiting firms in areas of interest

GETTING STARTED

- ◆ Candidates interested in employment services for a spouse or partner should fill out an online intake form at <http://www.udel.edu/003449>. This communication will not go to the search committee or hiring department.
- ◆ Candidates will then have an initial discussion with Human Resources regarding dual career services.



The state of Delaware sits in the heart of the mid-Atlantic seaboard, halfway between Washington, D.C., and New York City. The shore resorts of Delaware, New Jersey and Maryland, and the recreational areas and ski slopes of the Pocono Mountains are about two hours away from the main campus of the University in Newark. Situated in the northwest corner of the state, Newark (pronounced New Ark, as it was once spelled) offers a traditional small-town college atmosphere in a location that affords easy access to major cultural and entertainment centers in nearby metropolitan areas. The campus is close to the Northeast Amtrak line, minutes from the I-95 corridor and midway between two major international airports (PHL and BWI).

The University of Delaware is an equal opportunity/affirmative action employer and Title IX institution. For the University's complete non-discrimination statement, please visit www.udel.edu/aboutus/legalnotices.html



UNIVERSITY OF DELAWARE
ADVANCE INSTITUTE

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DUAL CAREER SERVICES



UNIVERSITY OF
DELAWARE

We recognize that recruiting, retaining and promoting an excellent, diverse faculty may involve supporting working couples to find meaningful employment at UD or in the surrounding community. To that end, we offer assistance to the spouses and partners of faculty who are moving to the University of Delaware. Although we cannot guarantee employment at UD or elsewhere, we will make every effort to help spouses and partners find employment. If you are a candidate for a faculty position at UD, requesting dual career assistance will not negatively impact your chances of receiving an offer.

**FOR MORE INFORMATION, PLEASE
CONTACT: TALENT SOLUTIONS
OFFICE OF HUMAN RESOURCES
302-831-2171
WWW.UDEL.EDU/UDJOBS/**

FREQUENTLY ASKED QUESTIONS

Q Can I approach the Department Chair or Search Committee directly about my interest in dual career services?

Yes, candidates are welcome to communicate their interest in dual career services directly with the Department or Search Committee, ideally, they would still fill out the online intake form.

Q Can you help my spouse/partner find a position at the University of Delaware?

We will work with you to try to identify a position at the University that would be a good fit with your spouse/partner's skills and experience, if it is appropriate. Candidates whose spouses/partners wish to pursue an academic position will submit the online intake form, which will be directed to Human Resources. Once an offer has been made, the Vice Provost for Faculty Affairs will consult with other administrators to identify opportunities at UD, as well as at other academic institutions in the region. For a list of current open positions at the University, please visit www.udel.edu/udjobs.

Q Can you help my spouse/partner find a position outside the University?

Human Resources will schedule a meeting with your spouse/partner to discuss employment goals and interests. We will offer information about the business community in the area, as well as local job openings. We can connect your spouse/partner with the appropriate people and resources to assist in a job search. The University is a member of the New Jersey/Eastern Pennsylvania/Delaware Higher Education Recruitment Consortium, which offers job listings and job-seeking advice on its website at www.hercjobs.org/nj_east_pa_delaware. The HERC website also provides regional information designed to help families who are moving to the area.

