

INFORMATION ABOUT THE USE OF THIS FORM

Submit this form with the Endorsement for Position Opportunity Announcement form to place recruitment advertising.
 All positions are posted to: SSU, CSU, HigherEdJobs.com, DiversityJobs.com, Indeed, and The Chronicle (Tenure-Track only).
 Additional advertising is placed and paid for by the department.

COMPLETE FIELDS AS FOLLOWS

Department Name	Name of hiring department.
Department Number	4 digit number of department as it is stated in PeopleSoft.
Position Advertised	Should match name of recruitment.
Publication/Website	Name or URL of website or publication you would like your position posted to.
Estimated Cost	Estimated cost of posting the position to the corresponding publication/website.

QUESTIONS/CONTACT

If you have any questions about completing this form, please contact academicpersonnel@sonoma.edu.