Appointments and Contracts

Appointments for faculty and officers of administration are initiated at the unit level at the time of hire with support from Academic Affairs. All offer letters and appointments are approved by the senior vice provost for academic affairs. The process for initiating a search, recruitment and selection of candidates, and completing the hire can be found on the Human Resources website (http://hr.uoregon.edu/).

Whether a unit is considering a new hire or renewing an appointment or contract, Academic Affairs is available to give assistance or guidance depending on the need at the moment.

Academic Affairs has developed the following Letter of Offer template for tenure-track positions. This template is based off the important work of CAS Associate Dean Karen Ford.

TTF Offer Template (/sites/academicaffairs2.uoregon.edu/files/offer_letter_template_ttf_2016_june_20.docx)
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