

Sample Templates for Candidate Evaluations

Applicant Evaluation Tool

The following offers a method for department faculty to provide evaluations of job applicants. It is meant to be a template that departments can modify as necessary for their own uses. The proposed questions are designed for junior faculty candidates; alternate language in parentheses is suggested for senior faculty candidates.

Applicant's name

Which of the following are true for you (check all that apply)?

- Read applicant's CV
- Read applicant's statements (re research, teaching, etc.)
- Read applicant's letters of recommendation
- Read applicant's scholarship (indicate what: _____)

Rate the applicant on each of the following:

	excellent	good	neutral	fair	poor	unable to judge
Evidence of research productivity						
Potential for scholarly impact/tenurability						
Evidence of strong background in [relevant fields]						
Evidence of [particular] perspective on [particular area]						
Evidence of teaching experience and interest (including grad mentorship)						
Potential to teach courses in core curriculum						
Potential to teach the core curriculum on [particular area] (including creation of new courses)						

Other comments

Candidate Evaluation Tool

The following offers a method for department faculty to provide evaluations of job candidates after on-campus visits. It is meant to be a template that departments can modify as necessary for their own uses. The proposed questions are designed for junior faculty candidates; alternate language in parentheses is suggested for senior faculty candidates.

Candidate's name

Which of the following are true for you (check all that apply)?

- Read candidate's CV
- Read candidate's statements (re research, teaching, etc.)
- Read candidate's letters of recommendation
- Read candidate's scholarship (indicate what: _____)
- Attended candidate's job talk
- Met with candidate
- Attended lunch or dinner with candidate

Rate the candidate on each of the following:

	excellent	good	neutral	fair	poor	unable to judge
Potential for (or evidence of) research productivity						
Potential for (evidence of) scholarly impact/tenurability						
Evidence of strong background in [relevant fields]						
Evidence of [particular] perspective on [particular area]						
Potential for (or evidence of) research funding						
Potential for (or evidence of) collaboration						
Potential to teach courses in core curriculum						
Potential to teach the core curriculum on [particular area] (including creation of new courses)						
Ability to make positive contribution to the department's climate						
Potential (demonstrated ability) to attract and supervise graduate students						
Potential (demonstrated ability) to teach and supervise undergraduate students						
Potential (demonstrated ability) to be a conscientious university community member						

Other comments