**Applicant Evaluation Tool**

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

Applicant’s name:

Please indicate 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): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Please 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?

For more information or additional copies of this resource, please contact the

ADVANCE Program at (734) 647-9359 or [advanceprogram@umich.edu](mailto:advanceprogram@umich.edu), or visit the ADVANCE Program’s Web site at <http://sitemaker.umich.edu/advance>.

# Candidate Evaluation Sheet

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

Candidate’s Name:

Please indicate which of the following are true for you (check all that apply):

Read candidate’s CV

Read candidate’s scholarship

Read candidate’s letters of recommendation Attended candidate’s job talk

Met with candidate

Attended lunch or dinner with candidate

Other (please explain):

Please comment on the candidate’s scholarship as reflected in the job talk:

Please comment on the candidate’s teaching ability as reflected in the job talk:

Please rate the candidate on each of the following:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Potential for (evidence of) scholarly impact |  |  |  |  |  |  |
| Potential for (evidence of) research productivity |  |  |  |  |  |  |
| Potential for (evidence of) research funding |  |  |  |  |  |  |
| Potential for (evidence of) collaboration |  |  |  |  |  |  |
| Fit with department’s priorities |  |  |  |  |  |  |
| Ability to make positive contribution to department’s climate |  |  |  |  |  |  |
| Potential (demonstrated ability) to attract and supervise diverse graduate students |  |  |  |  |  |  |
| Potential (demonstrated ability) to teach and supervise diverse undergraduates |  |  |  |  |  |  |
| Potential (demonstrated ability) to be a conscientious university community member |  |  |  |  |  |  |
| Potential (demonstrated ability) to mentor diverse students |  |  |  |  |  |  |

Other comments?