



West Chester University

Temporary Faculty Hire Form for Non-Advertised Positions (for new employees only)

This form should be submitted with your hiring packet

Recommended Candidate Information

Candidate Name: _____

Position Title: _____

Department: _____

How many individuals were considered for the appointment:

How did you generate the pool of individuals as identified above:

With regard to the recommended candidate, please check all that apply:

- ☐ Has PhD or Masters in discipline
- ☐ Has previous experience teaching the course or within the discipline
- ☐ Has professional experience in the course topic

Department Chairperson

Date