

The Board of Trustees authorizes the Chancellor and/or his/her designee to establish, implement, and administer the District Recruitment and Hiring Policy 3.05080. This policy supports the recruitment process for all positions at the college and ensure the search process is consistent and equitable. Where applicable, distinctions to align with the Faculty MCC-NEA contract are noted.

OBJECTIVE

The goal of the Colleges recruitment and hiring process is to achieve an excellent and balanced workforce with representation and participation from all of the diverse sectors of our community. The primary objectives of the process are:

- Recruitment of the best qualified candidates, matching the qualifications of the candidates to the needs and expectations of the hiring units
- Expeditious placement of qualified candidates into vacant positions
- Encourage participation of qualified candidates from diverse groups in applicant pools in keeping with the College's commitment and obligation to recruit and retain employees from diverse backgrounds, and fostering an equitable and diverse institutional infrastructure
- Fair and equitable (unbiased) treatment of all candidates in the recruitment and hiring process, in keeping with the College's commitment and obligation to equal employment opportunity principles

APPLICABILITY

This Policy applies to all benefit eligible faculty, staff, and administrators of Metropolitan Community College. This procedure applies to all searches conducted at the College. Where differences in position classification occur (i.e., staff, administration, and faculty), they are noted in DP 3.05080.

EXCEPTIONS

Any requests for an exception to this policy must be sent to the Associate Vice Chancellor, Chief Human Resources Officer, who will coordinate with the Chancellor, or the appropriate designee, who will approve or deny the request.

POLICY
MODIFICATION

This policy may be modified or revoked at any time at the sole discretion of MCC's Board of Trustees.

REFERENCE

3.40080 DP Worker's Compensation District Procedure