

## AD SEARCH TEMPLATE FOR ALL RANKS

**\*\*Department to complete all sections in <red> below\*\***

**<Rank>**

**<Department>**

**<College>**

**XXX-#### (PBO to complete search number)**

### **Towson University:**

Towson University (TU) is one of the nation's top 100 public universities. Located north of Baltimore, TU currently enrolls over 19,000 students and is the second-largest university in the prestigious University System of Maryland. Towson University fosters a climate that is grounded in respect to cultivate the intellectual and personal growth of the entire university community.

### **Position:**

The <College Name> invites applications for a **tenure-track/non-tenure-track, 9-month/10-month <Rank>** position in the <Department> beginning August, <Year>.

### **Qualifications:**

<Required degree qualifications specified by the department>

**If multiple ranks are requested in search, we will need you to detail the different qualifications/requirements for both ranks.**

### **Responsibilities:**

<Information supplied by the department, to include workload. >

### **The Department:**

<Optional information provided by the department>

### **Application Process:**

Review of applications begins immediately and continues until the position is filled. (PBO recommends that you do not put a specific date in this section as we cannot guarantee when your ad will be posted) <Additional required application information supplied by the department. All ranks must be posted to Taleo and applicants can not apply through an email addressed to the department. All applicants must apply through Taleo>

Click **here** to apply. **<PBO to supply link once Taleo req is complete>**. Please note that the search number for which you are applying is **XXX-#### (PBO to complete search number)**.

Please be sure to visit the [Applicant Data Form](#) to complete a **voluntary** on-line form. All data

collected are for internal, state, and/or federal reporting and will not be used for other purposes.

**Salary and Benefits:**

Targeted salary range: \$0,000 - \$0,000 (posted salary range to be added by department). **The posted salary range must be within the approved range.** If multiple ranks are requested, list each salary range commensurate with experience.

Benefits: TU offers a comprehensive benefits package that includes excellent health, life and retirement plans; and tuition remission. To learn more about our benefits, click [here](#) for regular faculty/regular lecturer or [here](#) for contingent lecturer. TU also offers a variety of great perks and discounts, which can be found [here](#).

**Background Check:**

A Criminal Background Investigation is required for the hired candidate and the results may impact employment.

**COVID-19 Statement:**

The safety of our students, faculty, staff, and neighbors has been our top priority and the focus of every one of our decisions since the earliest days of the COVID-19 pandemic. Therefore, the University System of Maryland (USM) has *strongly encouraged* full COVID vaccination and up-to-date booster shots (when eligible) for all faculty, staff, and students at all schools in the USM as both a reasonable and necessary means of protecting our health and safety.