Mission Statement:

To support and advance Michigan State University student success and faculty research through an efficient and effective recruitment and hiring process that yields high-quality faculty, academic staff and support staff in a timely manner.
KEY GOALS & OBJECTIVES

Goals

• Assessment of hiring processes and accommodation of changes where possible
• Implementation of PageUp People’s modern recruitment and onboarding software

Objectives

• Automate candidate evaluation and selection
• Address time it takes to fill positions
• Deliver more robust system functionality
• Improve processes with fewer manual steps
• Offer new onboarding tools
• Enhance reporting measures and metrics
• Improve applicant experience
TIMELINE

DEC 2014 – DEC 2015
Review and evaluation of vendor ATS packages.

DEC 2015
PageUp People selected by the overwhelming majority of reviewers.

JAN - SEPT 2016
Review of processes. Implementation planning.

OCT 2016 – MAR 2017
Transition planning and system finalization.

JAN - APR 2017
Training and launch preparation.

APRIL 2017
Go-Live.

APR 2017 AND BEYOND
Continued process evaluation and improvement.
KEY GROUPS

Participants

- RFP Groups
- HRConnect
- HRXchange (13 volunteers from various units across MSU)
- Focus Group (19 various HR representatives)
- Deans, Associate Deans and Faculty Excellence Advocates

Stakeholders

- Applicants
- Faculty and Academic Staff
- Support Staff
- Unions
- Central Offices (Human Resources, Academic Human Resources, & Office for Inclusion and Intercultural Initiatives)
APPLICANT FEATURES

Overview

- Optional job alerts when a posting is published for a specific work type (FAS/SS), specific area of interest (Engineers, Advising/Counseling), specific type of employment (full time, part time) and/or location (East Lansing, Grand Rapids).
- Filters to quickly identify postings of interest.
- Notifications via email and through the applicant portal regarding the status and events of postings to which an applicant has applied.
- Ability to upload a CV/resume to assist in prefilling portions of the application.
- Ability to refer a friend.
- Ability to apply remotely on a tablet or mobile device.
- Refreshed and modern look and feel.
### Open Postings

To view posting details and/or apply for a position, click on the 'View' link below the Job Title. To sort, click the column headers.

**RETURNING USERS** (Please **STOP** and read important message!)

If you need to **edit your application or profile information** before applying for a position, please login link on the left hand side of margin. Any changes made to your application or profile are only effective for affect previous job posting applications.

<table>
<thead>
<tr>
<th>Posting Number</th>
<th>Job Title</th>
<th>Position Title/Rank</th>
<th>Grade Level</th>
<th>Employee Group</th>
<th>Department</th>
<th>Posting Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>9099</td>
<td>Assistant/Associate/Full Professor</td>
<td>View</td>
<td>Fixed Term Faculty-FAS</td>
<td>10022430 HUMAN MEDICINE DEAN</td>
<td>02-20-2014</td>
<td></td>
</tr>
<tr>
<td>9171</td>
<td>Assistant/Associate Professor</td>
<td>View</td>
<td>Fixed Term Faculty-FAS</td>
<td>10034809 DIVISON OF SPORTS MEDICINE COM</td>
<td>03-07-2014</td>
<td></td>
</tr>
<tr>
<td>9896</td>
<td>Research Associate</td>
<td>View</td>
<td>Fixed Term Academic Staff-FAS</td>
<td>10032114 PLANT BIOLOGY - CNS</td>
<td>08-06-2014</td>
<td></td>
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<tr>
<td>9895</td>
<td>Research Associate</td>
<td>View</td>
<td>Fixed Term Academic Staff-FAS</td>
<td>10032114 PLANT BIOLOGY - CNS</td>
<td>08-06-2014</td>
<td></td>
</tr>
</tbody>
</table>
PUBLIC JOB POSTINGS AT MSU

Current opportunities

<table>
<thead>
<tr>
<th>Position</th>
<th>Job No</th>
<th>Location</th>
<th>Unit</th>
<th>Closes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police Officer</td>
<td>494670</td>
<td>East Lansing</td>
<td>President</td>
<td>21 Mar 2017 11:55 PM</td>
</tr>
</tbody>
</table>

The Michigan State University Police Department invites applicants interested in working for a progressive, growing, full-service police department. MSU Police Officers are expected to uphold the highest standards of conduct while protecting our community and taking proactive measures to prevent crime.

<table>
<thead>
<tr>
<th>Position</th>
<th>Job No</th>
<th>Location</th>
<th>Unit</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assistant Professor</td>
<td>2861-DJ</td>
<td>East Lansing, Ingham</td>
<td>College Of Agriculture &amp; Nat Resources</td>
<td>Open Until Filled</td>
</tr>
</tbody>
</table>

As part of the Global Impact Initiative, Michigan State University is making a significant investment to advance research in reproductive and developmental biology. MSU has a growing cohort of well-funded, highly interactive faculty involved in research and discovery at the interface of human and animal infertility, developmental origins of health and disease and causes and remediation of adverse pregnancy outcomes which form the foundation of the MSU Reproductive and Developmental Sciences Program.
The onboarding portal ensures new hires are engaged well before their first day. The portal functionality provides the following features:

- A seamless transition from candidates to employees through the personalized onboarding portal.

- A list of important tasks to be completed before first day, first week (e.g., complete the I-9 form, sign up for emergency alerts), and first thirty days (e.g., enroll in benefits), allowing employees to feel welcomed and supported.

- Ability for supervisors to track the status of each task and add additional departmental-specific tasks (e.g., review departmental bylaws).

- An organized body of resources available to new employees (e.g., benefits, “university at a glance” information, systems information).
Welcome, Reed Richardson

Welcome to Michigan State University! MSU Spartans work every day to advance the common good in uncommon ways. Together we tackle some of the world’s toughest problems to find solutions that make life better. We’re pleased to have you join our institution.

Welcome from President

It’s not just what we do, but how and why we do it, that distinguishes us as Spartans. Our way of being and doing comes from our roots as the nation’s pioneer land-grant university and our commitment to providing opportunities for individuals in Michigan and around the world to reach their full potential. Welcome to Michigan State University. When you join MSU, you become part of a community of Spartans who work for the common good with uncommon will.

We are a world-class research institution that enrolls more than 50,000 students from all 50 states and more than 130 countries and employs approximately 5,500 faculty and academic staff and 7,000 support staff employees.

Our core values of quality, inclusiveness, and connectivity infuse our engagement with the world and each other and empower Spartans to be collaborative and productive members of our diverse academic community.

Together we work to create a world that is smarter, healthier, and safer for all. Spartans Will.

President Lou Anna K. Simon
New features for search committees:

- Integration with sourcing and advertising sites such as Inside Higher Education and Higher Education Recruitment Consortium (HERC)
- Access to system through EBS portal, with one single point of entry that makes all assigned postings available
- Ability to view posting and application materials
- Opportunity to use candidate evaluation tool, if desired
The Search Chair can perform all the same tasks as the Committee Member, along with the following additional features:

- View all search committee ratings
- Opportunity to rank candidates in order of preference
- Generate the foundation of a search committee report
- Approve offers, if assigned
## Search Chair View of Candidate

Naomi Anthony
16 Jan 2017
3 - Strongly recommend

## Search Chair View of Feedback from Search Committee

<table>
<thead>
<tr>
<th>Assistant Professor Health Programs (SK) (492330)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feedback provided</td>
</tr>
<tr>
<td>Dominic Reaume</td>
</tr>
<tr>
<td>Gordon Higbee</td>
</tr>
<tr>
<td>Grace Horstman</td>
</tr>
<tr>
<td>John Compton</td>
</tr>
<tr>
<td>John Holliday</td>
</tr>
<tr>
<td>Kara Hall</td>
</tr>
<tr>
<td>Kelly Smith</td>
</tr>
<tr>
<td>Maureen Miller</td>
</tr>
<tr>
<td>Vincent Simmons</td>
</tr>
<tr>
<td>Wyatt Blaksmith</td>
</tr>
<tr>
<td>Zander Viezke</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Feedback from search committee members</th>
<th>All</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall</td>
<td></td>
</tr>
<tr>
<td>Anww Undornol</td>
<td>No response</td>
</tr>
<tr>
<td>3 - Strongly recommend</td>
<td></td>
</tr>
<tr>
<td>Veima Bouchard</td>
<td>No response</td>
</tr>
<tr>
<td>2 - Recommend</td>
<td></td>
</tr>
<tr>
<td>Joe King</td>
<td>No response</td>
</tr>
<tr>
<td>2 - Recommend</td>
<td></td>
</tr>
<tr>
<td>Effie Bobo</td>
<td>No response</td>
</tr>
<tr>
<td>3 - Strongly recommend</td>
<td></td>
</tr>
<tr>
<td>John Hicks</td>
<td>No response</td>
</tr>
<tr>
<td>2 - Recommend</td>
<td></td>
</tr>
</tbody>
</table>
A key element of ARO is the delivery of efficient, effective training outreach and resources.

- Live training and informative presentations
- Online eLearning modules
- Comprehensive guides for each role
- How-to video clips and tip sheets