

Applicant Evaluation Tool – Skype/Phone

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.

Form adapted from the University of Michigan ADVANCE Program by the University of Washington ADVANCE Center for Institutional Change.

Applicant's name:

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

- Read applicant's CV
- Read applicant's cover letter
- Read applicant's research statement
- Read applicant's teaching statement
- Read applicant's diversity statement
- Read applicant's letters of recommendation
- Read applicant's scholarship (indicate what): _____
- Attend Skype/Phone interview

- Have an existing/prior connection with the applicant

Please rate the applicant on each of the following:

	excellent	good	fair	poor	unable to judge
Past Research					
Future Research					
Teaching Potential					
Diversity/Inclusion Engagement					

Please rate the applicant on each of the following:	excellent	good	fair	poor	unable to judge
Leadership Potential					
Collaboration Potential (e.g., teaching, research, department)					
Preparation level (e.g., followed instructions, awareness of time, etc.)					

Other comments?