



SEARCH WAIVER REQUEST ATHLETIC COACHES

In an effort to promote equal access and opportunity, it is the general practice of Minnesota State University, Mankato to hire employees in unclassified positions through a formal Search Process. However, requests for exceptions to this general policy can be made under the following circumstances:

Check those applicable to this situation
<p>New Hire (not to exceed 1 year):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Unsuccessful search process leading to immediate need to fill the position <input type="checkbox"/> Illness, unexpected absence or resignation where position is essential and there are no back-up personnel <input type="checkbox"/> Temporary/interim appointment during term of national/regional search <input type="checkbox"/> Reorganization of functions is underway; functions must be performed on a short term basis <input type="checkbox"/> Temporary replacement of reassigned faculty or MSUAASF member <input type="checkbox"/> Other extraordinary or emergency circumstances, explain: _____ <p>Reappointment:</p> <ul style="list-style-type: none"> <input type="checkbox"/> 1 year fixed term coach originally hired through a search <input type="checkbox"/> 2, 4 or 6 year fixed term coach originally hired through a search

Complete			
1	Position Title: _____		
2	PRF Number: _____	3	Barg Unit: _____
4	Start Date: _____	5	End Date: _____
6	Name of person potentially available to fill position: _____ <p style="text-align: center; margin-left: 100px;"> <i>Is this person available at this time?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Has this person served in a fixed term capacity before?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, how long?</i> _____ </p>		
7	Date when a formal search will be started: <i>(If applicable)</i> _____		

<input type="checkbox"/> Recommended	<input type="checkbox"/> Not Recommended	<i>Athletic Director</i>	<i>Date</i>
<input type="checkbox"/> Recommended	<input type="checkbox"/> Not Recommended	<i>Vice President</i>	<i>Date</i>
<input type="checkbox"/> Recommended	<input type="checkbox"/> Not Recommended	<i>Director of Affirmative Action</i>	<i>Date</i>
<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	<i>Director of Human Resources</i>	<i>Date</i>