

## **Human Resources, Thursday, 8/13/09**

**By Kris Racina, Director, UAF HR**

### **What's new?**

UAF HR continues to examine its processes for efficiency and to identify and focus on value-added support to departments. The Vice-Chancellor for Administrative Services has asked us to give particular attention on process streamlining. Consistent with the VCAS direction, HR has streamlined and communicated the following process improvements:

**Pooled Student Recruitment:** It is no longer necessary to open a separate recruitment for each student job.

HR will shortly finalize and communicate its pooled recruitment process for adjunct recruitments and temporary recruitments that will closely model the student recruitment methods, i.e., it will no longer be required that you open a separate job posting for each adjunct or temporary position.

### **What's next?**

HR will review post-doc recruitments and identify streamlined methods for Principal Investigators to hire post-docs. We understand that post-docs are not positions for which departments can open recruitments and take applications; post-docs are hired due to their expertise in a particular discipline or in a particular research area or methodology. HR will next identify and eliminate unnecessary process steps that hinder the efficient hiring of post-docs. We expect to complete this process in the next 60 days.

HR is also frequently called by departments who find themselves in an emergency situation and in need of a temporary clerical worker due to a sudden increased workload or while a regular employee is on leave. To serve clients in this situation, HR will open and maintain a temporary pool of applicants for departments to review when they have an emergency need. This pool will eliminate the need for departments to open their own recruitment and will speed the filling of an emergency position.

For more information please call UAF HR at 474-7700