



Pre-Select Appointments can be made to fill the unexpected departure of faculty, an urgent clinical or teaching need, or to develop a new program. **Please complete this form and send it to BMFAsearches@brown.edu.**

Once the pre-select appointment has been approved by the Dean and Brown University, the following will be required to process the appointment:

FPA Form
Job Description
Resignation Letter (if applicable)

CV
Teaching Evaluations (if available)
3 Letters of Reference
Chair Letter

Name of Candidate:		Department:	
Type of Appointment Requested:		Track Requested:	
Instructor		(Research)	
Assistant Professor		Tenure-track	
Associate Professor			
Professor			

Please describe the purpose of the pre-select appointment. Please attach CV.

Please answer the following questions to justify your request for this pre-select appointment:

If you were to do a search to fill this position how would you describe the required qualifications?

**Pre-Select Request Form
for Biology Departments**

What unique expertise/qualifications does this candidate possess that makes him/her more desirable for this position than any other candidate that would emerge in a pool of candidates responding to a national search?

How will this individual contribute specifically to the academic mission and programs across the department, medical school and university?

**Pre-Select Request Form
for Biology Departments**

How can this individual contribute to the diversity, equity and inclusion goals of the division of BioMed?

What is the specific reason that you have opted to request a pre-select appointment vs. including this individual as a candidate in an approved search?