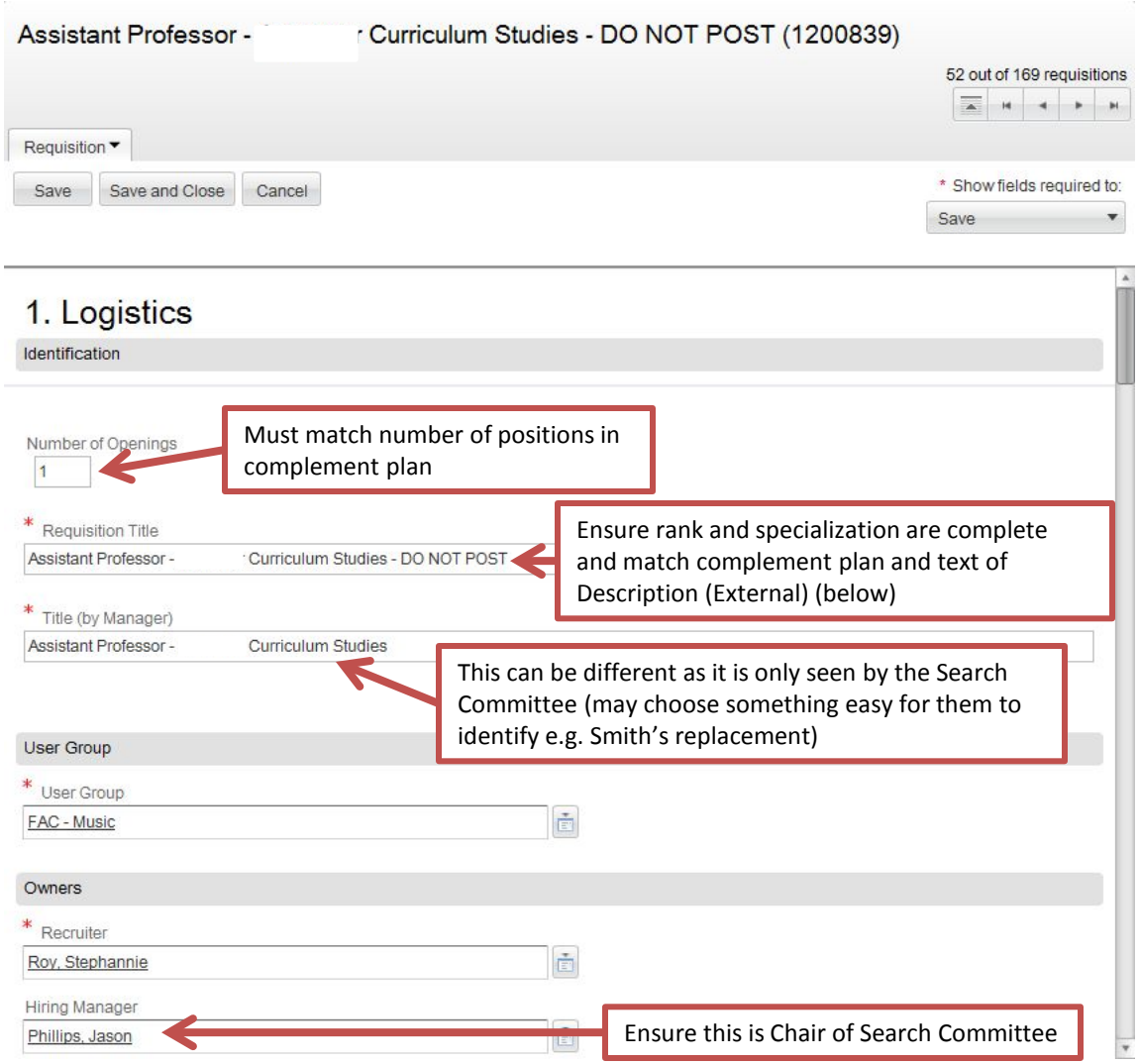
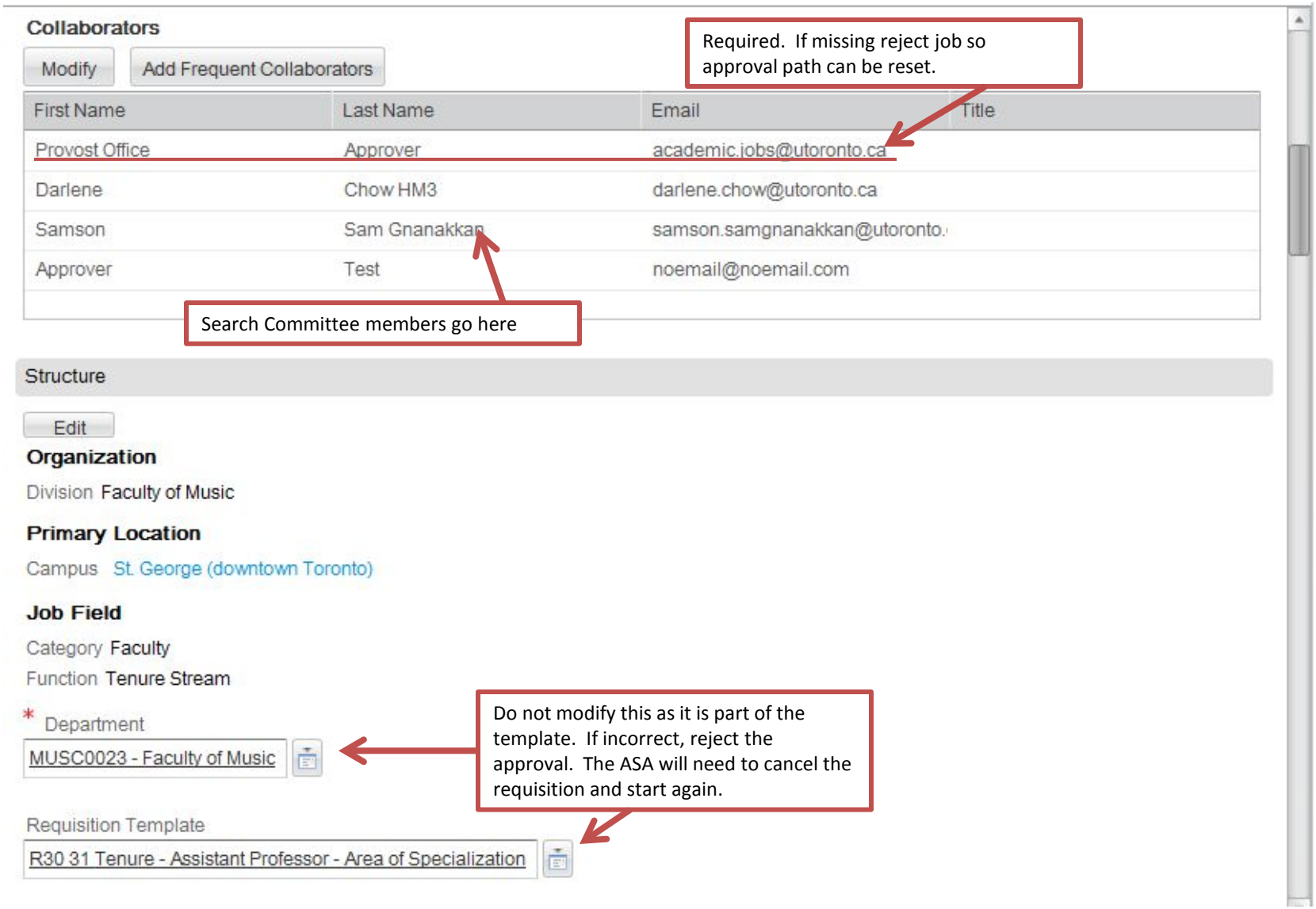
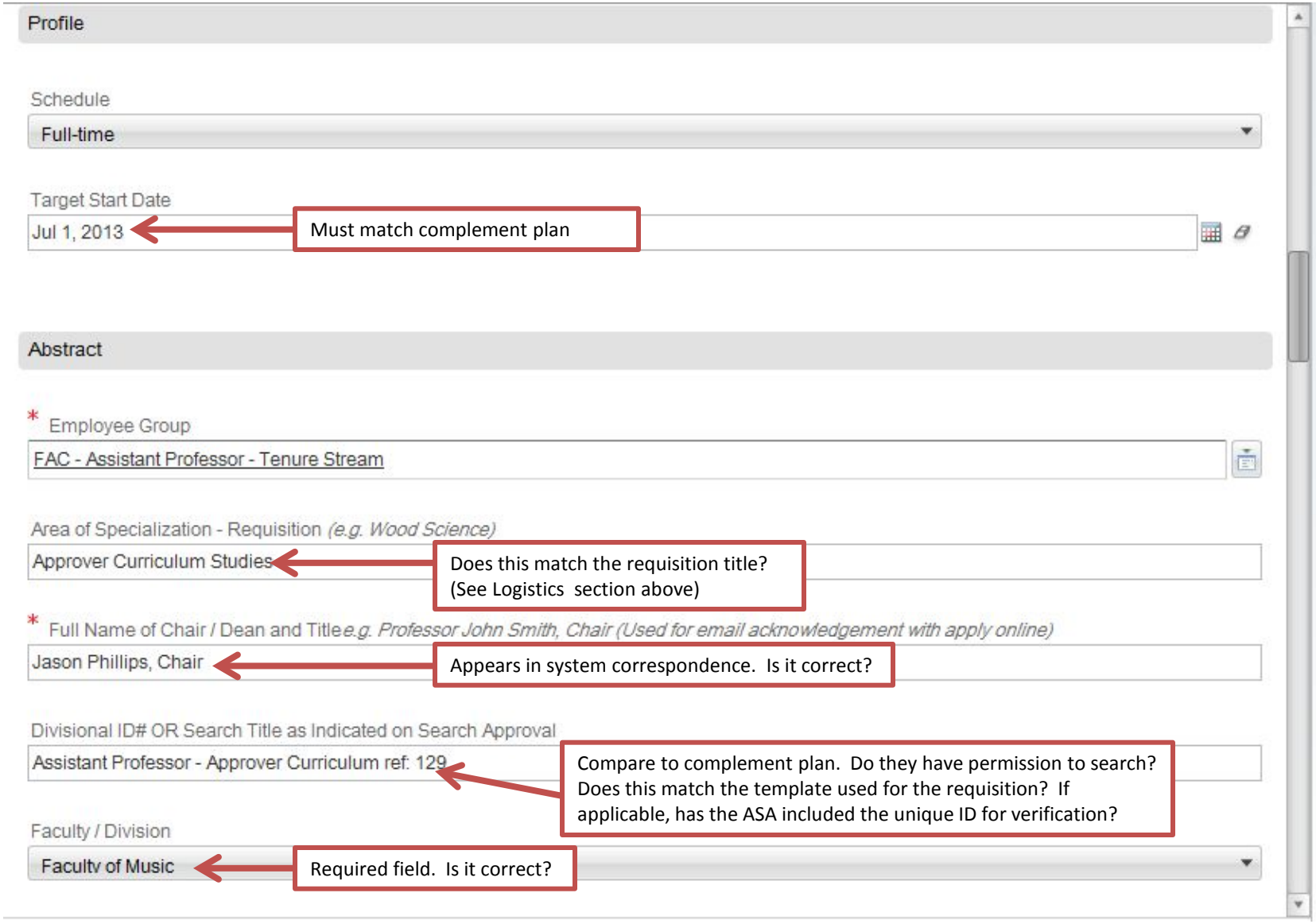
Requisition in Edit Mode Instructions For Approvers




Collaborators
Modify
Add Frequent Collaborators
Required. If missing reject job so approval path can be reset.
First Name
Last Name
Email
Title
Provost Office
Approver
academic.jobs@utoronto.ca
Darlene
Chow HM3
darlene.chow@utoronto.ca
Samson
Sam Gnanakkan
samson.samgnanakkan@utoronto.
Approver
Test
noemail@noemail.com
Search Committee members go here
Structure
Edit
Organization
Division Faculty of Music
Primary Location
Campus St. George (downtown Toronto)
Job Field
Category Faculty
Function Tenure Stream
* Department
MUSC0023 - Faculty of Music
Do not modify this as it is part of the template. If incorrect, reject the approval. The ASA will need to cancel the requisition and start again.
Requisition Template
R30 31 Tenure - Assistant Professor - Area of Specialization


Profile
Schedule
Full-time
Target Start Date
Jul 1, 2013
Must match complement plan
Abstract
* Employee Group
FAC - Assistant Professor - Tenure Stream
Area of Specialization - Requisition (e.g. Wood Science)
Approver Curriculum Studies
Does this match the requisition title?
(See Logistics section above)
* Full Name of Chair / Dean and Title e.g. Professor John Smith, Chair (Used for email acknowledgement with apply online)
Jason Phillips, Chair
Appears in system correspondence. Is it correct?
Divisional ID# OR Search Title as Indicated on Search Approval
Assistant Professor - Approver Curriculum ref: 129
Compare to complement plan. Do they have permission to search?
Does this match the template used for the requisition? If applicable, has the ASA included the unique ID for verification?
Faculty / Division
Faculty of Music
Required field. Is it correct?

2. Administration

Candidate Selection Workflow

* Candidate Selection Workflow

University of Toronto - Faculty

Additional Information

Job Closing

September 17, 2012

The closing date (ensure it matches the external description below).
Does it follow the date format? MMM DD, YYYY e.g. Sep 17, 2012

******Ensure the date matches the closing date to be used in Posting and Sourcing to post your job to the Career Site.******

*****For Staff Positions*****

Enter the closing date in the field above, following format Month Date, Year e.g July 2, 2012.

*****For Academic & Clinical Positions*****

Enter the closing date in the field above, following format MMM DD, YYYY e.g. Sep 2, 2012.

If job is open until filled, enter this text after the date, e.g. Sep 2, 2012 Open Until Filled.

Date of Provostial Search Approval

01 | 01 | 2007

Required. Search Year is part of complement plan.

Academic Search Year

2012-2013

Do not modify the fields below: Position Code

R30 31

*Faculty / Division

MUSC0023 - Faculty of Music

3. Description (External)

See checklist and model job posting for required elements. If substantial changes are required it is best practice to reject the job with notes in the requisition.

External Description | Copy From

Description - External

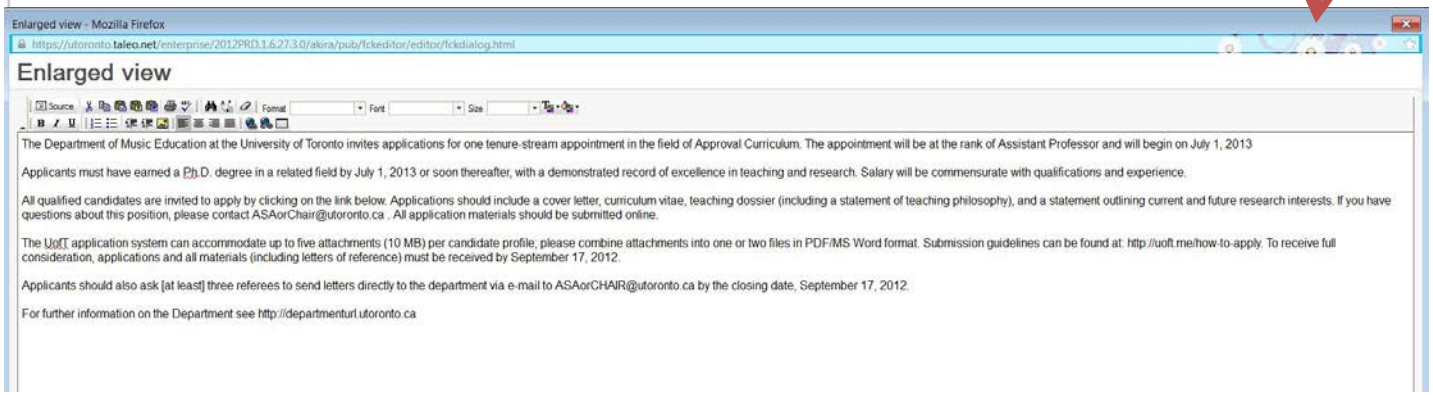
Source | Format | Font | Size

To better view/edit the text click here to open the enlarged view. See next page for full text

The Department of Music Education at the University of Toronto invites applications for one tenure-stream appointment in the field of Approval Curriculum. The appointment will be at the rank of Assistant Professor and will begin on July 1, 2013

Applicants must have earned a Ph.D. degree in a related field by July 1, 2013 or soon thereafter, with a demonstrated record of excellence in teaching and research. Salary will be commensurate with qualifications and experience.

All qualified candidates are invited to apply by clicking on the link below. Applications should include a cover letter, curriculum vitae, teaching dossier (including a statement of teaching philosophy), and a statement outlining current and future research interests. If you have questions about this position, please contact ASAorChair@utoronto.ca . All application materials should be submitted



Description (External)

Rank/stream must match template used in Logistics section & complement plan. If template is incorrect, reject approval as job must be cancelled & redone with correct rank/stream template.

The Department of Music Education at the University of Toronto invites applications for one tenure-stream appointment in the field of Curriculum. The appointment will be at the rank of Assistant Professor and will begin on July 1, 2013

Applicants must have earned a Ph.D. degree in a related field by July 1, 2013 or soon thereafter, with a demonstrated record of excellence in teaching and research. Salary will be commensurate with qualifications and experience.

Required

All qualified candidates are invited to apply by clicking on the link below. Applications should include a cover letter, curriculum vitae, teaching dossier (including a statement of teaching philosophy), and a statement outlining current and future research interests. If you have questions about this position, please contact ASAorChair@utoronto.ca . All application materials should be submitted online.

The UofT application system can accommodate up to five attachments (10 MB) per candidate profile; please combine attachments into one or two files in PDF/MS Word format. Submission guidelines can be found at: http://uoft.me/how-to-apply. To receive full consideration, applications and all materials (including letters of reference) must be received by September 17, 2012.

Required

Applicants should also ask [at least] three referees to send letters directly to the department via e-mail to ASAorCHAIR@utoronto.ca by the closing date, September 17, 2012.

For further information on the Department see http://departmenturl.utoronto.ca

Department URL must appear at the bottom of the description

Faculty - Opening Line

SHOULD BE BLANK

Please ensure these fields are blank

Faculty - Primary Description for University Affairs

SHOULD BE BLANK

University Affairs - More Information **Do Not Change Below**

Further details available at www.uoftcareers.utoronto.ca

HRSDC - **Do Not Change Below**

The University of Toronto is strongly committed to diversity within its community and especially welcomes applications from visible minority group members, women, Aboriginal persons, persons with disabilities, members of sexual minority groups, and others who may contribute to the further diversification of ideas. All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.

4. Description (Internal)

Internal Description | Copy From

Opening Line and Primary Description for the University Affairs ad should appear here.

Description - Internal

Source | Format | Font | Size | B I U

The Department of Music Education at the University of Toronto invites applications for one tenure-stream appointment in the field of Approval Curriculum. The appointment will be at the rank of Assistant Professor and will begin on July 1, 2013

Applicants must have earned a Ph.D. degree in a related field by July 1, 2013 or soon thereafter, with a demonstrated record of excellence in teaching and research and will be expected to build an active, externally funded and internationally recognized research program.

5. Prescreening

Disqualification Questions

Questions	Answer	Result
1. All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. Are you a Canadian citizen or Permanent Resident of Canada? • *Global* • *Code: 9572* • *Type: Single Answer* • *Visible by: All Candidates*	Yes No	The Candidate Passes To Be Verified

This question appears on all requisitions

Questions

If additional questions are used, check for spelling/grammar and appropriateness of questions

This requisition uses 0 of the 0 questions from the corresponding prescreening model.

Add Remove Reorder

Question	Answer	Required/Asset	Weight	(Ext.)
No questions have been added. Click "Add" to add questions.				

Set ACE Candidate Alert

Total for Competencies and Questions: **Weight** 0 **(0%)**