

Date _____

**REQUEST FOR TARGET OF OPPORTUNITY (TOP)
FACULTY SEARCH WAIVER**

The faculty appointment process at Johns Hopkins University normally begins with a national (and often international) search for the best available person who fulfills the needs of the open position. Faculty search committees are required to engage in a rigorous effort to identify qualified women and minority candidates. Occasionally a department or school identifies a truly exceptional individual who would greatly enrich its faculty; e.g., by bringing uniquely outstanding scholarship and/or diversity to the department. In such "target of opportunity" cases, this request for a search waiver is appropriate.

REQUESTING UNIT

Department _____

School/Division/Center _____

Departmental Contact _____ Title _____

Phone _____ Email _____

Candidate Name _____ Position Title _____

REASON FOR REQUEST

Briefly describe why a search should be waived in order to hire this candidate. Please include a description of the candidate's exceptional qualities or characteristics that will enhance the diversity of your department or unit. Attach additional pages if needed.

REQUESTED BY_____
Department Chair or Chair's Designee Date

DIVISIONAL REVIEW_____
Dean or Dean's Designee Date**Routing: Please attach a PDF of this signed request to your electronic TOP funding request.**

APPROVALS

For Office of Institutional Equity Use:

(Check one)

APPROVED

NOT APPROVED

Provost or Provost's Designee

Date

Signed copies of this form will be electronically routed to the Divisional Dean's Office, the office of the General Counsel and the Vice Provost for Institutional Equity by the Vice Provost of Faculty Affairs.