

JUNIOR SPECIALIST SEARCH WAIVER CRITERIA

Criteria under which a search waiver may be considered:

1) **Emergency Hire:** There is an urgent and unanticipated need to fill a position, there is not enough time to conduct a search, and the candidate has the expertise and is available to begin immediately. Emergency search waivers are made for a limited period of time, not to exceed two months in the Junior Specialist title series. If the position is to be filled beyond the duration of the waiver, an open search must be conducted.

Submit in Recruit to ensure proper routing. Vice Provost has approval authority.

2) **Spousal/ Partner Hire:** The successful recruitment or retention of a senate faculty member or a member of the senior management group (SMG) is ultimately dependent on an academic appointment for his or her spouse/partner. A spouse/ partner hire into a campus appointment is not an entitlement. Every spouse/partner hire must meet the qualifications and standard of excellence for the appropriate appointment. A spouse/partner hire is contingent on ultimate employment or retention of the associated individual. A spousal/partner search waiver can be of indefinite duration.

Submit in Recruit to ensure proper routing. Vice Provost has approval authority.

3) **Continuation of Training:** The candidate is a trainee of the campus (e.g., undergraduate or graduate student, postdoctoral scholar, fellow) who remains for a short period of time to complete a research project begun while in student or trainee status, or for a trainee who is hired by the campus to complete a clinical training program. Continuation of training search waivers are made for a limited period of time, not to exceed 18 months.

Submit in Recruit to ensure proper routing. Vice Provost has approval authority.

4) **Research Team:** A candidate is part of the existing research team of a **new faculty member**. A search waiver may be granted, but the waiver is only valid for an individual team member as long as they remain with the same research team and in the same series.

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Exemptions from searches and search waivers for Non-Salaried (0% time) and Without Salary (WOS) Appointments:

Certain categories of positions are exempt from open recruitment. They do not require search waivers; however, all other policies associated with a specific academic title apply to such exempt positions. An exemption is continuous in duration until one or more qualifying conditions are changed.

This exemption applies to appointees who are unpaid employees of the UC campus where the appointment is held. The appointees in this category may have a UC employee ID number but **will not receive salary from the University of California**. If an appointee is to receive salary from UC subsequent to the initial non-salaried or without salary appointment, an open search or an approved search waiver is required.