Librarian-Performance Section

00000000000 DIRECTIONS: DELETE DIRECTIONS—ALL LINES PREFACED BY 0000

0000 Keep the Headings, in Blue font.

0000 Paste your materials into the blank area after each header

0000 This template assumes a **seven-page candidate statement** (no separate 0000 Performance statement)

0000 Maximum of 43 pages for all main sections together:

0000 For librarians: performance, professional development, service

0000 Save the final version with the file name: Last Name, First name – Service 0000 Update the Table of Contents (to generate correct page numbers)

0000 Save as PDF

0000 If any relevant materials are in non-PDF format, locate them elsewhere and provide a 0000 link within the PDF.

0000 Upload into the *first* Performance area folder. 0000 Leave all other folders *blank*.

000000000000

Table of Contents

***Evidence of Quality and Impact of Service to the University, School and Department*** *Error!*

*Bookmark not defined.*

[***Evidence of Quality and Impact of Service to the Profession / Discipline 1***](#_bookmark0)

***Evidence of Quality and Impact of Service to the Community / Civic Engagement*** *Error!*

*Bookmark not defined.*

[***Service recognition – grants, awards, honors, fellowships 2***](#_bookmark1)

# Position Description(s)

0000 insert your materials here

# Evidence of Quality and Impact of Performance

0000 insert your materials here

# Performance – grants, awards, honors, fellowships

0000 insert your materials here

0000 For reference: the **appendix** contains raw materials. Check with your unit 0000 to see what is expected.

0000 Appendix folder list:

0000 Performance

0000 [there’s only one folder]

0000000000000000 DELETE ALL THESE NOTES. REMEMBER TO REFRESH

0000000000000000 THE TABLE OF CONTENTS