

Service 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 Service statement)
 0000 Maximum of 43 pages for all main sections together: research, teaching, service
 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* Service area folder.
 0000 Leave all other folders *blank*.
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Table of Contents

Evidence of Service to the University, School and Department..... 1
Evidence of Service to the Profession / Discipline 1
Evidence of Service to the Community / Civic Engagement 2
Significance, impact, quality of professional service 2
Evidence of scholarly publications, presentations, or other means of dissemination 2
Service recognition – grants, awards, honors 2

Evidence of Service to the University, School and Department

0000 insert your materials here

Evidence of Service to the Profession / Discipline

0000 insert your materials here

Evidence of Service to the Community / Civic Engagement

0000 insert your materials here

Significance, impact, quality of professional service

0000 insert your materials here

Evidence of scholarly publications, presentations, or other means of dissemination

0000 insert your materials here

Service recognition – grants, awards, honors

0000 insert your materials here

0000 For reference: the **appendices** contain raw materials. Check with your unit

0000 to see what is expected.

0000 Appendix folder list:

0000 Service publications <actual items. If not pdf, use a link instead>

0000 Evaluations by clients, patients or service recipients

0000 Grant related materials

0000 Other evidence of service/engagement

0000000000000000 DELETE ALL THESE NOTES. REMEMBER TO REFRESH

0000000000000000 THE TABLE OF CONTENTS