

Recruitment Advertising Guide

The Office of Human Resources is excited to announce that our advertising packages are now centrally funded and are offered to departments free of charge. All packages listed below include significant services and protections afforded by the Office of Human Resources' concierge advertising service:

- Full observance of the Department of Labor's Office of Federal Contract Compliance Programs (OFCCP), which enforce, for the benefit of job seekers and wage earners, the contractual promise of affirmative action and equal employment opportunity required of those who do business with the Federal government
- A complimentary social media package comprised of Clemson Careers' Twitter and Facebook pages.
- Stored advertising images
- Advertising consultation when marketing customization is required
- Comprehensive marketing services:
 - Job posting
 - Identification of marketing channels based on job type
 - Securing marketing run dates, marketing effectiveness, etc.
 - Tracking data

The Academic/Extension Package

This package is appropriate for all faculty and extension hires. Examples include associate professor, assistant professor, professor and extension agent/associate.

- *The Chronicle of Higher Education*
- *HigherEdJobs.com*
- Indeed
- Inside Higher Ed
- Southern Regional Education Board

The Business Package (Student Services, Program Coordinators, Program Managers)

This package is appropriate for specific administrative/financial hires. Examples include business officer, account/fiscal manager, student services manager, student services program coordinator and program manager/coordinators.

- *HigherEdJobs.com*
- Indeed
- Inside Higher Ed
- LinkedIn
- Sacubo - Southern Association of College and University Business Officers

The Athletics Package

This package is appropriate for athletic department and athletic academic support positions. Examples include athletic academic advisor, women's track coach and senior athletic director – compliance officer.

- NCAA Career Center
- Indeed
- Inside Higher Ed
- HigherEdJobs

The Engineering Package

This package is appropriate for all College of Engineering hires. Examples include associate professor, mechanical engineering, and assistant professor, civil engineering.

- Dice Inc.
- *Engineering.com*
- *HigherEdJobs.com*
- Indeed
- Inside Higher Ed
- LinkedIn

The Finance and Accounting Package

This package is appropriate for finance- or accounting-related jobs. Examples include fiscal technician, account/fiscal analyst and auditor.

- Financial Executives Networking Group
- Foundations Financial Officers Group
- *HigherEdJobs.com*
- Indeed
- Inside Higher Ed
- LinkedIn

The Information Technology Package

This package is appropriate for information technology related jobs. Examples include systems Programmer, applications analyst, IT consultant, data base administrator, developer, and IT manager.

- Dice Inc.
- Greenville Technical College
- *HigherEdJobs.com*
- Indeed
- LinkedIn
- TCTC

The Medical/Healthcare Package

This package is appropriate for medical/healthcare jobs. Examples include staff physician, nurse, psychiatrist, psychologist, pharmacist and dietitian.

- *HigherEdJobs.com*
- Indeed
- Inside Higher Ed
- LinkedIn
- *PhysicianEmployment.org*

The Trades/Technical Package:

This package is appropriate for trades/technical jobs. Examples include trades manager, trade specialist (plumber, electrician, HVAC, carpenter, etc.), arborist, landscaper and custodian.

- Greenville Technical College
- Indeed
- TCTC