

## Job Posting Matrix

Position Types				Post Vacancy
<b>Staff</b>		<b>FT/PT</b>	<b>REG/TEMP</b>	
FT Regular non-exempt staff	Benefits Eligible	FT	Regular	Y
FT Regular exempt staff	Benefits Eligible	FT	Regular	Y
Limited Term FT Regular non-exempt staff	Benefits Eligible	FT	Regular	Y
Limited Term FT Regular exempt staff	Benefits Eligible	FT	Regular	Y
FT Temporary non-exempt staff < 6 months	No Benefits	FT	Temporary	N
FT Temporary exempt staff < 6 months	No Benefits	FT	Temporary	N
FT 10 Month non-Exempt Staff	Benefits Eligible	FT	Regular	Y
FT 10 Month Exempt Staff	Benefits Eligible	FT	Regular	Y
Limited Term FT 10 Month non-Exempt Staff	Benefits Eligible	FT	Regular	Y
Limited Term FT 10 Month Exempt Staff	Benefits Eligible	FT	Regular	Y
PT Regular non-exempt staff < 19.99 hours	No Benefits	PT	Regular	Y
PT Regular exempt staff < 19.99 hours	No Benefits	PT	Regular	Y
PT Regular non-exempt staff < 19.99 hours <i>(Requires an end date)</i>	No Benefits	PT	Temporary	N
PT Regular exempt staff < 19.99 hours <i>(Requires an end date)</i>	No Benefits	PT	Temporary	N
Partial Benefits non-exempt staff 20-29 hours	Retirement Only	PT	Regular	Y
Partial Benefits exempt staff 20-29 hours	Retirement Only	PT	Regular	Y
Full Benefits non-exempt staff > 30 hours	Benefits Eligible	FT	Regular	Y
Full Benefits exempt staff > 30 hours	Benefits Eligible	FT	Regular	Y
<b>Faculty</b>				
Limited Term 12 Month Faculty	Benefits Eligible	FT	Regular	Y
FT 12 Month Faculty	Benefits Eligible	FT	Regular	Y
Limited Term 10 Month Faculty	Benefits Eligible	FT	Regular	Y
FT 10 Month Faculty	Benefits Eligible	FT	Regular	Y
Partial Benefits PT Faculty 20-29 hours	Retirement Only	PT	Regular	N*
Full Benefits PT Faculty > 30 hours	Benefits Eligible	FT	Regular	N
PT Faculty Regular < 19.99 hours	No Benefits	PT	Regular	Y*
PT Faculty Temporary < 19.99 hours	No Benefits	PT	Regular	Y*
FT Temporary Faculty < 6 months	No Benefits	FT	Regular	Y*
<b>Student - Always Temporary/Part Time</b>				
Institutional Student Worker	No Benefits	PT	Temporary	Y*
Federal Work Study Student Worker	No Benefits	PT	Temporary	Y*
Graduate Assistant Student Worker non-exempt	No Benefits	PT	Temporary	Y
Graduate Assistant Student Worker Exempt	No Benefits	PT	Temporary	Y

## Search Committee Criteria

If the answers to the questions below are "Yes", then a search committee is recommended, but not required.

**Importance of the Role:**

**Strategic Impact** - Does this position play a significant role in shaping the university's academic, research, or operational direction?

**Leadership Responsibilities** - Does the position involve leading a team, program or department?

**Level of Expertise Required:**

**Specialized Skills** - Does the position require a specific and highly specialized skill set that might be difficult for a single department to evaluate?

**Broad Knowledge Base** - Does the position require a broad understanding of the university's operations or a specific academic field?

**Transparency and Fairness:**

**Faculty input (for some staff positions)** - Does the staff position work closely or collaborate with faculty?

**Other considerations:**

**Time and Resources** - Setting up and managing a search committee takes time and resources.

**Alternatives** - for less critical roles, streamlined hiring processes led by a department head or HR might be sufficient.

\*TRS retiree from the University System of Georgia can only work 19 hours or less

\* Pool posting with lengthy posting time (creates a "pool" of applicants to pull from instead of having to create a bunch of separate postings.)

Accessibility Statement:

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