



Rochester Institute of Technology Dual Career Program Application Form

RIT’s Dual Career Program provides assistance to the spouse/partner of eligible newly hired full-time tenure-track faculty who are relocating to the Rochester area for a position at RIT. You may complete this application to indicate your interest in the program any time after your spouse/partner has been scheduled for an onsite interview. Please email the completed application to careers@rit.edu. Support through program will begin after your spouse/partner has received a written offer from RIT. You will be contacted by HR Recruitment within two weeks of the date received to set up an exploratory phone interview.

The dual career program will provide assistance to the extent possible and does not guarantee placement.

Step #1. Please complete an applicant profile in RIT’s [Career Zone](#) and set up a search agent to receive immediate notifications of newly opened positions.

Step #2. Please complete the following general information:

Your Name: _____ Phone Number: _____

Email Address: _____ Best time to contact: _____

RIT New Faculty Name: _____ College: _____

Are you authorized to work in the United States? Y ___ N ___

When would you like to start the dual career process? (select one)

- Immediately to less than 30 days after my spouse/partner begins employment at RIT
- Between 30 and 60 days of my spouse/partner’s employment
- After 60 days of my spouse/partner’s employment

*By submitting this application, I authorize RIT to share my résumé and interest with the appropriate RIT departments. Y ___ N ___

Step #3. Please complete the remaining questions:

<p>Please indicate the type of position(s) you are interested in (select all that apply):</p> <p>Full time <input type="checkbox"/>Y ___ N ___</p> <p>Part time <input type="checkbox"/>Y ___ N ___</p> <p>RIT campus only <input type="checkbox"/>Y ___ N ___</p> <p>Instructional Faculty <input type="checkbox"/>Y ___ N ___</p> <p>Research Faculty <input type="checkbox"/>Y ___ N ___</p> <p>Administrative Faculty <input type="checkbox"/>Y ___ N ___</p> <p>Staff <input type="checkbox"/>Y ___ N ___</p> <p>Rochester community <input type="checkbox"/>Y ___ N ___</p>	<p>How far would you be willing to commute to a position (select all that apply):</p> <p>Between 5 and 10 miles <input type="checkbox"/> ___</p> <p>Between 10 and 20 miles <input type="checkbox"/> ___</p> <p>Between 20 and 30 miles <input type="checkbox"/> ___</p> <p>Between 30 and 60 miles <input type="checkbox"/> ___</p> <p>Over 60 miles <input type="checkbox"/> ___</p>
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Date received HR: _____ Acknowledgement Sent: _____ Spouse/Partner Hired? Y ___ N ___

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