

## Ad Source Reference List

Updated as of 3/26

Please use the Requisition Ad Source Selection document (or your own version) to indicate any non-required sources you're requesting to advertise with. Please note that **all advertising sources and language must be approved by HRS**. Indicate sources that require posting through individual or department membership by selecting the "department" box on the Ad Source Selection document; check the HRS box for all other sources.

This document can be uploaded as an attachment through the Create Job Requisition process or sent to Jordan.Cornwell@uni.edu via email. The HRS employment team will review and communicate any necessary changes with you.

Here is a list to assist you in developing a recruitment plan for your vacancy. This is not a complete list of options; you are encouraged to include additional sources on your Requisition Ad Source Selection document such as listservs, social media groups, professional organizations, other job boards, etc. Do not post the job to these sources until your recruitment plan is approved. An approved Ad will be provided for use once the requisition is fully approved and posted to the careers site.

1. Required/Automatically Posted Sources for Non-temporary, External Searches
  - a. Careers at UNI (free)
  - b. Work the Valley (free)
  - c. Higher Ed Jobs (\$175, not required for merit searches)
  - d. Iowa Jobs/Iowa Workforce Development (free)
  - e. Indeed (free) - Sponsored posts available, please indicate budget
  - f. LinkedIn (free) - Sponsored posts available, please indicate budget
  - g. Iowa Community Colleges Consortium/College Central Network (free, only req for merit)
  - h. Facebook Post - on HRS recruiter profile & shared in groups (free)
2. Higher Education Specific
  - a. Chronicle of Higher Ed (Inquire for current pricing)
  - b. HigherEd Jobs: Priority Upgrade (\$130)
  - c. HigherEd Jobs: Social Media Upgrade, includes a Priority Upgrade (\$345 single)
  - d. Inside Higher Ed (\$300)
  - e. Higher Education Recruitment Consortium, HERC (\$400)
  - f. Higher Education User Group (\$199)
3. All Position Types
  - a. Indeed - Sponsored, Pay per Day - please indicate total budget or \$ per day & duration
  - b. LinkedIn - Sponsored, Pay per Day - please indicate total budget or \$ per day & duration
  - c. Handshake, Student Job Boards (free, utilized for entry level positions when degree and experience are applicable to recent graduates)
  - d. Waterloo Courier/Cedar Valley At work (\$200)
  - e. Cedar Rapids Gazette/Corridor Careers

- f. Des Moines Register/The USA Today Network (\$225)
  - g. Iowa Community Colleges Consortium/College Central Network (free)
  - h. Get.It (free)
  - i. Monster (minimal options, please request more details if interested)
  - j. Recruit Military (\$399)
  - k. Veteran Job Listings.com
4. Field/Audience Specific
- a. STUDENT SERVICES:
    - i. Iowa Association of Student Financial Aid Administrators
    - ii. Iowa Association for College Admission Counseling
    - iii. NODA: Association for Orientation, Transition, Retention
    - iv. NACADA: Academic Advising
    - v. IowaAAN listserv (free)
    - vi. TRIOjoblist (free)
  - b. TECHNOLOGY
    - i. DICE - (\$495)
    - ii. Educause - (\$415+)
    - iii. Technology Association of Iowa (Free)
  - c. ATHLETICS
    - i. NCAA
    - ii. D1 Ticker
    - iii. National Assoc of Collegiate Directors of Athletics (\$275)
    - iv. College Athletic Trainer's Society
    - v. National Athletic Trainers' Association (\$299)
    - vi. Jobsinsports (free)
    - vii. CoSIDA - College Sports Communicators (\$125)
    - viii. Bluefishjobs.com: Collegiate Recreation (\$200)
    - ix. College Sports.jobs
  - d. FUNDRAISING/PHILANTHROPY/FOUNDATION
    - i. Association of Fundraising Professionals, AFP NEIA (free)
    - ii. Cedar Valley Nonprofits
    - iii. FundList (free)
    - iv. Foundationlist.org
    - v. CASE: Council for Advancement and Support of Education
  - e. HUMAN RESOURCES/UNIVERSITY COUNSEL
    - i. Cedar Valley SHRM (free)
    - ii. CUPA-HR
    - iii. Iowa Bar Association (\$220+)
    - iv. National Association of College and University Attorneys
  - f. SCIENCE/RESEARCH
    - i. American Association for Public Opinion Research (\$200+)
    - ii. Association of Academic Survey Research Organizations

- iii. Airweb.org - Association for Institutional Research
- iv. Society for Political Methodology (PolMeth)
- g. METAL CASTING/FOUNDRY
  - i. American Foundry Society (\$300+)
  - ii. jobsconnection.SME.org - Society of Manufacturing Engineers (\$329+)
  - iii. Modern Castings
  - iv. Foundry Educational Foundation
  - v. Foundry Management & Technology
- h. ARTS/MUSIC/THEATRE
  - i. Arts Midwest
  - ii. Association of Performing Arts Professionals (\$135+)
  - iii. Americans for the Arts - jobbank.artsusa.org (\$239+)
  - iv. Iowa Museum Association
  - v. Association of Academic Museums and Galleries
  - vi. SECAC - (\$150)
  - vii. Off Stage Jobs
  - viii. United States Institute for Theatre Technology
- i. LIBRARY
  - i. State Library of Iowa
  - ii. Iowa Library Association
  - iii. Libjobs.com
  - iv. INALJ.com (formerly I need a library job)
- j. MENTAL & PHYSICAL HEALTH
  - i. American College Health Association (\$429+ non-member)
  - ii. Association for University & College Counseling Center Directors
- k. OTHER
  - i. Public Service Careers.org
  - ii. American Marketing Association (\$299+)
  - iii. EHS Careers - Environmental Health & Safety (\$200+)
  - iv. AbilityLinks - Disability Employment (\$400)

\*\*All listed posting options and associated costs are subject to change and will be updated accordingly as new information becomes available.