

Advertising Resources

Discipline-based Organizations

Many disciplines have professional organizations associated with them. Some have subcommittees or associated groups for women and/or persons from underrepresented groups. In addition, most have both national and regional meetings, newsletters, e-mail lists and Web sites. These organizational resources can serve key roles in recruiting efforts. Poll others in your area to determine which organizations are relevant to your search. Distribute job announcements to regional contacts or Committee Chairs. Follow-up with sourcing phone calls to discuss the department's needs and how best to identify promising individuals in the field. Examples of discipline-based organizations include:

ACCOUNTING/FINANCE

National Association of Black Accountants, Inc. (NABA) – <http://www.nabainc.org/>
NABA represents the interests of over 100,000 African-American professionals in the fields of accounting and auditing, finance, consulting and management information systems, as well as a host of other career tracks relating to finance functions.

National Association of Black Actuaries - <http://careers.blackactuaries.org>

Association of Latino Professionals in Finance & Accounting – <http://alpfa.org>

With 37 chapters and 9,000 members, ALPFA is one of the leading professional organizations for Latinos in accounting and finance related professions. The organization's website had a career center where employers can post positions

ATHLETICS

Black Coaches Association (BCA) - www.bcasports.org

BUSINESS

National Black MBA Association - <http://www.nmbmaa.org>

NBMBA's Employment Network links corporations with NBMBA members, diverse MBA holders and job seeking candidates through the National Black MBA Association's on-line job board. Organizations can post positions and search one of the largest professional resume databases in the country.

National Society of Hispanic MBAs - <http://www.nshmba.org/>

NSHMBA serves 32 chapters and 8,000 members. The organization works to prepare Hispanics for leadership positions throughout the U.S., so that they can provide the cultural awareness and sensitivity vital in the management of the nation's diverse workforce. Organizations can post position advertisements and search the resume database for potential candidates.

EDUCATION

American Educational Research Associations – <http://www.aera.net>

Special Interest Groups

- 1) Research on Women and Education
- 2) Research on Black Americans
- 3) Research on the Education of Asian and Pacific Americans
- 4) Hispanic Research Issues
- 5) Critical Examinations of Race, Ethnicity, Class and Gender in Education

HEALTHSCIENCES/NURSING

Academic Physician & Scientist - <https://www.aamc.org/services/careerconnect/>

National Student Nurses' Association - <http://www.nsna.org/CareerCenter.aspx>

Underrepresented Nurse- http://www.underrepresentednurse.com/job_postings/index.html

National Black Nurses Association (NBNA) - <http://www.nbna.org/>

Public Health Jobs - <http://publichealthjobs.org/>

Filipino Association for Health Careers - <http://davisfahc.wixsite.com/main>

Empowers college students, specifically Filipino undergraduates, to become health professionals by educating members about all the opportunities, resources and different career paths available in the health sciences.

JOURNALISM

Asian American Journalist Association - <http://www.aaja.org>

To encourage Asian Americans and Pacific Islanders to enter the ranks of journalism; work for fair and accurate coverage of Asian Americans and Pacific Islanders; increase the number of Asian American and Pacific Islander journalists and news managers in the industry.

National Association of Black Journalists - <http://www.nabj.org>

National Association of Hispanic Journalists – <http://www.nahj.org>

Dedicated to the recognition and professional advancement of Hispanics in the news industry.

Native American Journalists Association – <http://www.naja.com>

MUSIC

The Society for Ethnomusicology - <http://www.ethnomusicology.org/>

PSYCHOLOGY

American Psychological Association (APA) - <http://www.apa.org/>

Association of Black Psychologists – <http://www.abpsi.org>
<http://psychdiscourse.net>

Association for Psychological Science (APS) - <http://www.psychologicalscience.org/jobs/>

Society for Industrial and Organization Psychology -
https://www.siop.org/tab_default/jobs_default.aspx

THEATR

National Black Theatre Association - <http://www.nationalblacktheatre.org/>

Population-Based Resources

ASIAN-AMERICAN PROFESSIONAL RESOURCES

Asian American Economic Development Enterprises, Inc. - <http://www.aede.org/>
To create business and personal growth for Asian Americans and others through education, employment and enterprise

Asian Avenue - <http://www.asianave.com/home/>

National Asian Pacific American Bar Association - <http://www.napaba.org>
National voice for the Asian Pacific American legal profession; promote justice, equity and opportunity for Asian Pacific Americans; foster professional development, legal scholarship, advocacy and community involvement.

National Association of Asian Professionals - <http://www.naaap.org>
Asian American professionals across the country, can work together to enhance Asian American leadership in our careers and the communities that we live and serve in; continue to provide its members with the tools and resources to further career advancements and to empower Asian Americans to become great leaders as well as reliable employees.

HISPANIC/LATINO PROFESSIONAL RESOURCES

Association of Latino Professionals - <http://www.latpro.com/>
Primarily to recruit for Business, Accounting, Finance, Education, Engineering and Science positions; worldwide leader in online employment for Hispanic and bilingual professionals.

Hispanic Association of Colleges and Universities (HACU) – www.hacu.net

HACU represents 300 higher education schools with 2/3 of Hispanic students attending them. Useful for creating outreach and contacts links with institutions that educate a higher percentage of underrepresented students.

Hispanic Magazine & Hispanic Online.com – <http://www.hispaniconline.com>

Hispanic community worldwide. National circulation of 250,000

Hispanic Outlook in Higher Education - www.hispanicoutlook.com

News source and the sole Hispanic educational magazine for the higher education community and those involved in running our institutions of higher learning.

Ihispano.com - www.ihispano.com

Recognized by Hispanic professionals as the premier hub for Hispanic recruiting.

Latinos in Higher Ed - <http://www.latinosinhighered.com/>

Helps employers connect with the largest pool of Latino professionals in higher education in the United States, Puerto Rico and internationally by disseminating employment opportunities to registered candidates and a national network of Latino based organizations and list-servs.

Saludos Hispanos - www.saludos.com

Specializes in joining the Hispanic bilingual professional with companies looking for DIVERSITY in the workplace.

National Society of Hispanic Professionals - <http://network.nshp.org/>

With over 10,000 members this organization is one of the primary resources to reach Hispanic professionals. Their website allows employers to post jobs and search a resume database for candidates.

League of United Latin American Citizens - <http://www.lulac.org>

Advances the economic condition, educational attainment, political influence, health and civil rights of Hispanic Americans through community-based programs and involves and serves all Hispanic nationality groups.

BLACK/AFRICAN AMERICAN PROFESSIONAL RESOURCES

BET - www.bet.com

A huge portal to African-American life, including information on families, lifestyles, music, technology and careers. It was founded in 1999 by several major companies, including Microsoft, and it is "tailored to the preferences and needs of the African-American and urban communities." Job listings here are provided in partnership with Monster.com.

Black Collegian Online - <http://www.blackcollegian.com/>

Provides cutting-edge information on career resources for Black collegians. Job search strategies, graduate school opportunities, career and industry reports are abundantly explored. Focuses on underrepresented groups. Over 350 members. Links with over 800 college/ university campus career centers and over 500 underrepresented organizations.

Diverse Issues in Higher Education (formerly Black Issues in Higher Education) – www.diverseeducation.com

Journal of Blacks in Higher Education – <http://www.jbhe.com>

National Alliance of Black School Educators (NABSE) - www.nabse.org

National Urban League, Inc. - www.nul.org

The National Urban League is committed to diversity and is dedicated to increasing opportunities for African Americans and other people of color. As part of the nationwide Urban League Employment Network, the National Urban League career center is your gateway for maximum exposure on the National Urban League and local affiliate career centers across the country.

The Black Scholar - www.theblackscholar.org

Firmly established as the premier journal of Afro-American critical scholarship, we have a circulation of 10,000 and a readership of 60,000 of which 70-80% are black, either college or college-oriented, with an average age of 35 years. We thus feel that we are more than adequately able to give you the concentrated black and underrepresented market that you are seeking. Our journal is widely read by teachers, professionals and intellectuals and is also required reading for many courses with Afro- American and Ethnic Studies.

National Association for the Advancement of Colored People - <http://www.naacp.org>

NATIVE AMERICAN PROFESSIONAL RESOURCES

The Tribal Employment Newsletter - www.nativejobs.com

Used by employers nationally to increase the effectiveness of their diversity recruitment effort. Widely known as a focused and highly effective recruitment tool, nearly 2000 individuals interested in Indian employment accessed the announcements posted in The Tribal Employment Newsletter last month.

Tribal College Journal of Higher Education - <http://www.tribalcollegejournal.org/jobs/index.htm>

Has subscribers in countries such as Russia, New Zealand, England, Belgium, Israel and Japan, in addition to its circulation at tribal institutions. AIHEC represents 31 colleges in the United States and one Canadian institution. Readership target: Native American Tribal Colleges as well as general institutions of higher education.

American Indian College Fund - <http://www.collegefund.org/>

The American Indian College Fund provides scholarships and other support for the nation's **tribal colleges** and universities.

American Indian Graduate Center – <http://www.aigcs.org>

Hosts a professional organization, fellowship and postdoctoral listings and a magazine in which job postings can be advertised.

American Indian Higher Education Consortium - <http://www.aihec.org/>

American Indian Higher Education Consortium (AIHEC) was founded in 1972 by the presidents of the nation's first six Tribal Colleges as an informal collaboration among member colleges.

American Indian Science & Engineering Society - <http://www.aises.org>

The AISES mission is to increase substantially the representation of American Indian and Alaskan Natives in engineering, science and other related technology disciplines.

National Indian Education Association: <http://www.niea.org/>

NIEA is focused on improving educational equity and access for American Indian, Alaska Native and Native Hawaiian populations. It is the largest and oldest Indian educational organization.

Native American Journalists Association - <http://www.naja.com/>

The Native American Journalists Association serves and empowers Native journalists through programs and actions designed to enrich journalism and promote Native cultures.

Vision Maker Media - <http://www.visionmakermedia.org/>

Vision Maker Media empowers and engages Native People to tell stories.

WOMEN'S PROFESSIONAL RESOURCES

American Association of University Women: <http://www.aauw.org/>

AAUW advances equity for women and girls through advocacy, education and research. The organization has over 1,000 branches and 500 college/university partners across the U.S. Their online career center reaches 100,000 members.

Women in Higher Education (WIHE) - www.wihe.com

Women's College Coalition – <http://www.womenscollege.org>

This website lists women's colleges and universities but doesn't have a link to post employment opportunities. This could be a good resource for outreach letters.

American Business Women's Association - <http://www.abwa.org/>

Brings together businesswomen of diverse occupations and provides opportunities for them to help themselves and others grow personally and professionally through leadership, education, networking support and national recognition.

American Society for Women Accountants - <http://www.aswa.org>

Formed in 1938 to increase the opportunities for women in all fields of accounting and finance.

Association for Women in Science - <http://www.awis.org>

AWIS is a national advocacy organization championing the interests of women in science, technology, engineering and mathematics across all disciplines and employment sectors. By

breaking down barriers and creating opportunities, AWIS strives to ensure that women in these fields can achieve their full potential.

Financial Women's Association - <http://www.fwa.org/>

The Financial Women's Association brings together high achieving professionals from every sector of the financial world. We are dedicated to developing future leaders, enhancing the role of women in finance and investing in the community.

National Women's Studies Association - <http://www.nwsa.org/>

NWSA is a professional organization dedicated to leading the field of women's studies, as well as its teaching, learning, research and service wherever they be found.

Society of Women Engineers - <http://societyofwomenengineers.swe.org/>

SWE exists to stimulate women to achieve full potential in careers as engineers and leaders, expand the engineering profession as a positive force in improving the quality of life, and demonstrate the value of diversity.

DISABLED PROFESSIONAL RESOURCES

National Council for Support of Disability Issues - <http://www.ncsd.org/>

The National Council for Support of Disability Issues shall help advance public attitudes, awareness, respect, consideration and advance the success of people with all types of disabilities.

Workforce Recruitment Program

President's Committee on Employment of People with Disabilities

Job Accommodation Network (JAN)

(800) 232-9675 (V/TDD)

Through JAN, employers may request a data base of prescreened college students with disabilities to fill summer or permanent hiring needs. These candidates, from more than 140 colleges and universities, represent all academic majors and range from college freshmen to students in graduate school or law school.

SOCIAL SECURITY ADMINISTRATION

Project ABLE

(757) 441-3362 (V), (757) 441-3374 (Fax)

<http://projectableonline.com/>

Project ABLE is a national resume bank which offers employers an accessible applicant pool of qualified individuals with disabilities who are receiving Social Security or Supplemental Social Security disability benefits. The resume bank operates through the joint efforts of state vocational rehabilitation agencies, Rehabilitation Services Administration, Office of Personnel Management, Social Security Administration and Department of Veterans Affairs.

STATE GOVERNORS' COMMITTEES ON EMPLOYMENT OF PEOPLE WITH DISABILITIES

The governors' committees serve as state liaisons to the President's Committee on Employment of People with Disabilities. The committees provide employment information and referral service. Governors' Committees are listed under state government agencies in the telephone directory.

CAREER AND EMPLOYMENT INSTITUTE (CEI)

National Center for Disability Services (516) 465-3737 (V),
<http://www.abilitiesonline.org/> CEI offers education, training and job placement services.

The Workforce Recruitment Program

www.wrp.gov

The Workforce Recruitment Program is recruitment and referral program under the Office of Disability Employment Policy, U.S. Department of Labor, connects employers and postsecondary students with disabilities for internship opportunities and recent graduates with disabilities for permanent employment. EARN assists in matching these pre-screened, highly qualified students with private and public sector jobs. If you have summer internship opportunities or entry-level positions available, please have your hiring manager complete and submit the form at WRP Inter ships. EARN will provide you with resumes of qualified candidates within 3-4 business days.

Post to Online Job Boards

These online job boards are geared toward job seekers with disabilities and are great places to advertise your job announcements. Please note there may be fees associated with job posting.

- disABLED Person <http://www.disabledperson.com>
- GettingHired <http://www.gettinghired.com/>
- Hire Disability Solutions <http://www.hireds.com>
- National Business Disability Council http://www.nbdc.com/resume_database.aspx. The database is a powerful and easy-to-use tool for recruiters in search of workers with disabilities.
- Ability Jobs <http://www.jobaccess.org> Cost is \$175. "ABILITYJobs is the largest resume bank with tens of thousands of job seekers with disabilities, from entry level candidates to PhD's - if your company is looking for talent you've come to the right place."
- One More Way <http://www.onemoreway.org/index.htm> Free. "Our million member strong, self-serve model is available for your independent use as a job seeker with a disability, an agency providing services, or a hiring manager looking to hire Americans with disabilities."

Publications/Websites

Academic Careers - <http://www.academiccareers.com/>

Academic job site for teaching jobs, education jobs, research jobs and professional jobs in education and academia including faculty, teacher, research, post doc, adjunct, library, administrative and senior management positions at (community) colleges, universities, research institutes and schools around the world.

Academic Diversity Search - www.academicdiversitysearch.com/

National employment resource service online specializing in women and underrepresented candidates. The site offers package services and individual posting services.

Academic Keys - www.academickeys.com

A venue to efficiently recruit for higher-level faculty and administrative positions by enabling clients to target their recruiting efforts to the most qualified applicants.

Chronicle of Higher Education – <http://chronicle.com/jobs>

For 40 years, The Chronicle of Higher Education has been the No. 1 professional news source for the administrators and faculty members who run America's colleges and universities. Published weekly and updated daily online, The Chronicle covers news and trends in every area of the operation and management of college campuses. In addition, The Chronicle's Careers section is the largest job marketplace in higher education, with more than 30,000 jobs posted each year.

Diversity Search - <https://www.diversitysearch.com/>

Privately held e-recruiting network of premier niche sites that has been helping Fortune 1000 employers find to quality Women, Diversity and MBACandidates.

Diversity Web - <http://www.diversityweb.org/>

An online publication of the AAC&U that includes a list of open positions “with an explicit focus on diversity, multiculturalism, area studies, global education, etc.” (FREE)

Diversity Inc. – <http://www.diversityinc.com>

Leading publication on diversity and business; web-based publication and monthly print magazine; largest dedicated career center for diverse professionals and a core part of our business is benchmarking companies against our Diversity Inc. Top 50 Companies for Diversity data.

Equal Opportunity Publications (EOP) - <http://www.eop.com/>

Provides advertising in several national recruitment magazines (Equal Opportunity, Woman Engineer, Underrepresented Engineer, CAREERS & the disABLED, Workforce Diversity for Engineering and IT Professionals, Hispanic Career World and African-American Career World) as well as website advertising.

Equal Opportunity Employment Journal (no website)

This journal's primary concern is to include all ethnic backgrounds and full diversity in our efforts to support the equality and advancement of all people. Distributed every month to colleges, universities, technical schools, professional recruiting agencies, members of congress and other institutions. 3135 S. 48th St., Suite 104, Tempe, AZ 85282, 800-396-3373, Fax 800-293-3408

National Conference on Race & Ethnicity in American Higher Education –

<https://www.ncore.ou.edu/>

Publicize and Promote the Employment Opportunities at your institution on the NCORE web site. Now, you can conduct your recruitment search nationally on the NCORE web site, a widely-visited web site that will sustain an important connection with the higher education market. If you have an announcement for Faculty, Administrative, Executive, or Professional Staff positions at your institution, this web site is available to all interested visitors. The site provides important and detailed information about the conference and is visited by more than 700 individuals daily.

nemnet - <http://www.nemnet.com>

NEMNET is a national underrepresented recruitment firm committed to helping schools and organizations in the identification and recruitment of underrepresented candidates. Since 1994, it has worked with more than 200 schools, colleges and universities and organizations. It posts academic

jobs on its Web site and gathers vitas from students and professionals of color.

Campus Women Lead - <http://archive.aacu.org/campuswomenlead/>

IMDiversity.com - <http://imdiversity.com/>

Formerly known as the Minorities' Job Bank, IMDiversity.com was established by the Black Collegian Magazine. The site is dedicated to providing career and self-development information to all women and minorities, specifically African Americans, Asian Americans, Hispanic Americans and Native Americans. It maintains a large database of available jobs, candidate resumes and information on workplace diversity.

INSIGHT into Diversity - <http://www.insightintodiversity.com/>

INSIGHT Into Diversity is the oldest and largest diversity magazine and website in higher education today. For over 40 years, INSIGHT Into Diversity has connected potential employees with institutions and businesses choosing to embrace a workforce more reflective of our local and national communities.

University Job Bank - www.ujobbank.com

Website devoted to connecting career resources and opportunities with those looking for employment. Positions may be posted for a one-time fee, or a yearly fee. There are several categories to post under, faculty, staff/administrative, executive, postdoctoral and others.

United States Department of Education – Lists of Postsecondary Underrepresented Institutions –
<https://www2.ed.gov/about/offices/list/ocr/edlite-minorityinst-list.html>

This list of underrepresented institutions was compiled based on the definition of “underrepresented institution” in the Higher Education Act (HEA) and on Fall 2005 enrollment data from the Integrated Postsecondary Education Data System (IPEDS) collected by the National Center for Education Statistics (NCES). NCES has determined that each of the colleges and universities on this list reported an enrollment of a single underrepresented group, or combination of those underrepresented groups, that exceeded 50 percent of its total enrollment. For the purposes of this list, “underrepresented” is defined as American Indian, Alaska Native, Black (not of Hispanic origin) and Hispanic.