

Hiring a Research Associate

Updated January 2021

only



Step 1: Complete Part A of the Budget Approval and Offer Request Form

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Step 2: Route the completed form for internal SODM approvals.

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Step 3: Once approved, advertise the position.



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Step 4: Interview and select the candidate.

Please note that if the selected candidate requires visa support, this should be taken into consideration as there may be additional time or financial requirements to the hiring process. Be sure to consult with SODM Finance and Administration, Research Administration, and/or CWRU HR-Immigration to ensure a smooth process.

Step 5: Complete Pare1 ic 0R2 2 h F1c2 61 ic 0h 54 (1 (C2 6)4ng pr (m)Rdg.5 0C2i