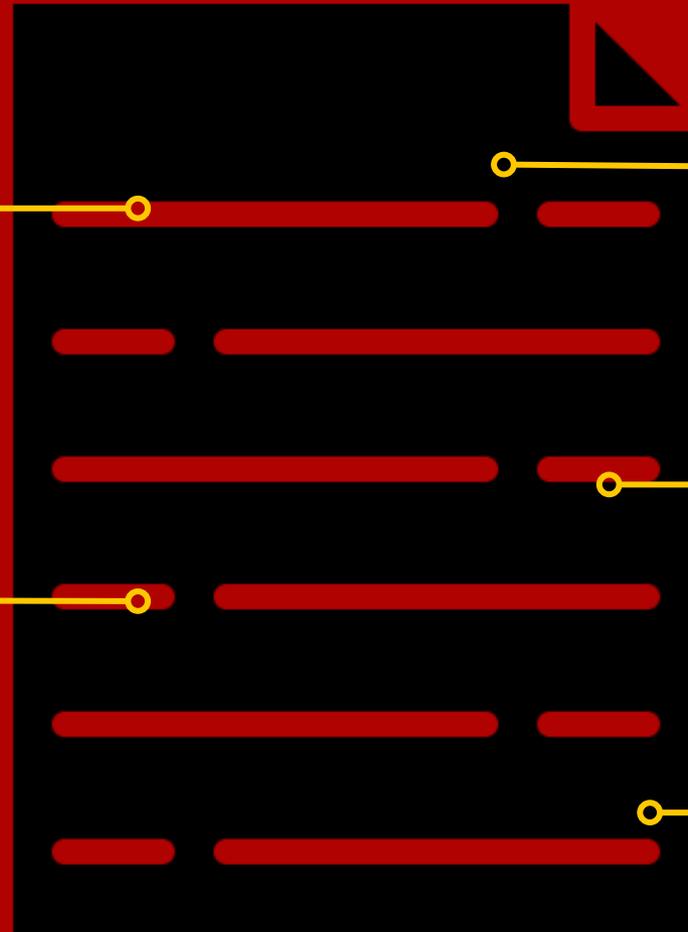


Improving Job Advertisements: Best Practices in Crafting Inclusive Job Advertisements

Mayra Corn, Amy Tureen, & Xiaoyin Zhang



Regularly update & refine your EEO and diversity statements

Be strategic with job requirements

Clearly identify salary and benefits.

Use inclusive language

Provide community & campus resources and information

Remember: Writing & updating job advertisements is an ongoing & iterative process!