Librarian-Service Section

00000000000 DIRECTIONS: DELETE DIRECTIONS—ALL LINES PREFACED BY 0000

0000 Keep the Headings, in Blue font.

0000 Paste your materials into the blank area after each header

0000 This template assumes a **seven-page candidate statement** (no separate 0000 Service statement)

0000 Maximum of 43 pages for all main sections together:

0000 For librarians: performance, professional development, service

0000 Save the final version with the file name: Last Name, First name – Service 0000 Update the Table of Contents (to generate correct page numbers)

0000 Save as PDF

0000 If any relevant materials are in non-PDF format, locate them elsewhere and provide a 0000 link within the PDF.

0000 Upload into the *first* Service area folder. 0000 Leave all other folders *blank*.

000000000000

## Table of Contents

[*Evidence of Quality and Impact of Service to the University, School and Department 1*](#_bookmark0)

[*Evidence of Quality and Impact of Service to the Profession / Discipline 1*](#_bookmark1)

[*Evidence of Quality and Impact of Service to the Community / Civic Engagement 2*](#_bookmark2)

[*Service recognition – grants, awards, honors, fellowships 2*](#_bookmark3)

# Evidence of Quality and Impact of Service to the University, School and Department

0000 insert your materials here

# Evidence of Quality and Impact of Service to the Profession / Discipline

0000 insert your materials here

# Evidence of Quality and Impact of Service to the Community / Civic Engagement

0000 insert your materials here

# Service recognition – grants, awards, honors, fellowships

0000 insert your materials here

0000 For reference: the **appendix** contains raw materials. Check with your unit 0000 to see what is expected.

0000 Appendix folder list:

0000 Service

0000 [there’s only one folder]

0000000000000000 DELETE ALL THESE NOTES. REMEMBER TO REFRESH

0000000000000000 THE TABLE OF CONTENTS