

RECRUITMENT, SELECTION, AND HIRING

Legal Authority: NCGS 115D-20; 1C SBCCC 200.94-200.98

Approved: February 16, 2021

Previous Edition: April 19, 2011

RECRUITMENT, SELECTION, AND HIRING

The President shall implement and execute recruitment, selection, and hiring procedures to ensure each employee position at the College is filled with the most suitable and best qualified candidate from among a diverse pool of applicants. The College’s recruitment, selection, and hiring procedures shall be free of unlawful discrimination, institutional biases, and inappropriate external influences, and shall comply with all federal, state, and local laws and regulations, including but not limited to the Civil Rights Act of 1964, to ensure equal employment opportunity. The President shall provide a summary report of hiring actions to the Board on a quarterly basis.

The College is an equal opportunity employer and will not discriminate against any applicant or employee on the basis of age, race, color, religion, sex (including pregnancy and sexual orientation), gender (including gender identity and status as a transgender or transsexual individual), national origin, genetic information, disability, or other legally protected status.

Background Checks

The President shall implement procedures to conduct background investigations on all applicants prior to beginning employment at the College. In addition, the President of the College is authorized to conduct background investigations on incumbent employees when judged to be in the best interest of the College. The College may deny initial or continued employment, based on adverse information obtained via background investigation.

In the event that a report on an applicant or incumbent employee is obtained from a Consumer Reporting Agency, the College will comply with the requirements of the Fair Credit Reporting Act.