

# Inclusive Recruitment Resources

We believe that the best recruiting resources for diverse candidates are personal contacts through professional organizations, conferences, and with colleagues at other institutions. You are encouraged to personally contact professional organizations in your field to request that the position announcement be shared with members from underrepresented groups (minorities, women, veterans, the disabled, members of the LGBT community, etc.). These contacts will more than likely result in applicants for your position.

**Please feel free to use the mailing labels below for recruitment:**

- [Affirmative Action Labels for Faculty and AP searches](#)
- [Definition of the Five Race Categories](#)

[Click here](#) to review a list of Historically/Predominantly Black Colleges and Universities.

In addition, the following resources may be helpful in your recruitment efforts.

**[\\*AbilityJobs.com](#)**

**[\\*Academic Careers Online](#)**

Suite 116, 485 Devon Park Drive  
Wayne, PA 19087  
Phone: (610) 964-9200  
Email: [info@AcademicCareers.com](mailto:info@AcademicCareers.com)

**[\\*Academic Diversity Search, Inc.](#)**

**[\\*Affirmative Action Register](#)**

Publication Office  
225 South Meramec Ave., Ste. 400  
St. Louis, Missouri 63105  
Phone: (314) 863-2900, (800) 537-0655  
Fax: (314) 863-2905  
E-mail: [ads@aarjobs.com](mailto:ads@aarjobs.com)

**American Association for Blacks in Higher Education**

Email Dr. Barbara Lofton ([BLofton@walton.uark.edu](mailto:BLofton@walton.uark.edu)) with job posting information.

**[\\*American Association of University Women](#)**

Marketing Office  
1111 Sixteenth Street, N.W.  
Washington, DC 20036

Phone: (202) 785-7774

E-mail: [ads@aauw.org](mailto:ads@aauw.org)

**\*American College Personnel Association**

One Dupont Circle N.W.

Washington, DC 20036-1188

Phone: (202) 835-2272

E-mail: [info@acpa.nche.edu](mailto:info@acpa.nche.edu)

**\*American Indian Science and Engineering Society**

P.O. Box 9828

Albuquerque, NM 87119-9828

Phone: (505) 765-1052

**\*American Society of Women Accountants**

**\*Asian-Jobs.com**

**\*AsianWeek**

The Voice of Asian America

**\*Association for Women in Communication**

**\*Association for Women in Science**

**\*CareerBuilder**

“America Wants You”-Veterans

**\*Chicanos and Native Americans in Science**

P.O. Box 8526

Santa Cruz, CA 95061

Phone: (877) 722-6271

**Department of Veteran Affairs**

**\*Diverse Issues in Higher Education**

10520 Warwick Ave.

Suite B-8

Fairfax, VA 22030-3136

Phone: (800) 783-3199 or (703) 385-2981

**\*Diverse Jobs**

Phone: (703) 385-2400

**\*Diversity Link**

## Diversity/Careers in Engineering & Information Technology

### \*Diversity-Jobs

### \*DiversityWorking.com

#### El Hispano

1451 Grandville Ave SW  
Grand Rapids, MI 49503  
Phone: (616) 452-1511  
Fax: (616) 452-1542  
Email: [hnewsgr@aol.com](mailto:hnewsgr@aol.com)

#### El Vocero Hispano

42 Withey SW  
Grand Rapids, MI 49507  
Phone: (616) 246-6023  
Fax: (616) 246-1228  
Email: [elvocero@elvoceromi.com](mailto:elvocero@elvoceromi.com)

### \*Employer Partnerships (EP) of the Armed Forces

### \*Equal Opportunity Publications

### Ethnic Connections Directory

### \*Feminist Majority

#### Grand Rapids Times

2016 Eastern Ave SE  
Grand Rapids, MI 49507  
Phone: (616) 245-8737  
Fax: (616) 245-1026

#### **Grand Rapids Veterans Forum: Goodwill Industries of Greater Grand Rapids**

Email Daren Young ([dyoung@goodwillgr.org](mailto:dyoung@goodwillgr.org)) with job posting information.

#### **Grand Valley Armory Family Assistance Center**

Email Amy Gould ([amy.gould@us.army.mil](mailto:amy.gould@us.army.mil)) with job posting information.

### HBCUConnect.com

### \*Hero 2 Hired (Veterans)

### Historically Black Colleges and Universities

**\*Hire Disability Solutions**

**\*Hire Heroes USA (Veterans)**

**HirePotential.com**

**\*Hire Veterans First**

**\*Hiring Asian American Pacific Islanders**

**iHispano.com**

**Indian Country Today**

**Institutions Attended by Asian-American Students**

**J & M Services**

*(recruitment services)*

4595 Broadmoor Avenue SE

Suite 226

Grand Rapids, MI 49512-5365

Phone: (616) 554-3010

**\*Job Opportunities for Disabled American Veterans**

**\*LatinosinHigherEd.com**

P. O. Box 16

Cromwell, CT 06416-0016

Phone: (860) 632-7676

Fax: (860) 632-1760

**\*LatPro.com**

**Lazo Cultural Newspaper**

3923 28th St. SE – 118

Grand Rapids, MI 49512

Phone: (616) 977-0658

Fax: (616) 588-6387

**\*LGBT Career Link**

**\*LGBT Resource Center**

**Management Business Solutions**

77 Monroe Center NW

Grand Rapids, MI 49503

Phone: (616) 855-6531  
Email: [floriza@mgmtbsolutions.com](mailto:floriza@mgmtbsolutions.com)

**\*Military Hire**

**\*MinorityJobs.net**

**\*Monster.com**

Diversity & Inclusion Recruitment

**Multiracial Association of Professionals: Program of the Grand Rapids Area Chamber of Commerce**

Email Ciciley Moore ([moorec@grandrapids.org](mailto:moorec@grandrapids.org)) with job posting information.  
Phone: (616) 771-0320

**\*National Association of Asian American Professionals**

**National Association of Black Accountants\***

**\*National Black MBA Association**

**\*National Association of Hispanic Nurses**

**National Association of the Deaf**

**\*National Resource Directory (Veterans)**

**\*National Women's Studies Association**

**Native American Times**

**\*Nativejobs.com**

**\*Native News Network**

**OnlineDiversity.com**

**Recruit Military**

**Recruit Veterans**

**\*Society of Hispanic Professional Engineers**

**\*Society of Women Engineers**

**\*The Academic Position Network**

1655 124<sup>th</sup> Lane, NE

Blaine, MN 55449

E-mail: [info@apnjobs.com](mailto:info@apnjobs.com)

**\*The American Educational Research Association**

1230 17<sup>th</sup> Street, N.W.

Washington, DC 20036-3078

Phone: (202) 223-9485

**The Black College Voice**

Historically Black Colleges & Universities

**\*The Hispanic Outlook in Higher Education**

210 Route 4 East, Suite 310

Paramus, NJ 07652

Phone: (201) 587-8800

**The Multicultural Advantage**

**\*The Riley Guide**

Women, Minorities, and Other Audiences

**Tribal Colleges**

**U.S. Department of Labor Employer Assistance and Recruiting Network**

1,700+ job candidates with disabilities

Phone: 866-327-6669 for unlimited assistance

**U.S. Department of Veterans Affairs**

Michael A. Poyma

[Michael.Poyma@va.gov](mailto:Michael.Poyma@va.gov)

Employment Services Specialist

U.S. Department of Veterans Affairs

Vocational Rehabilitation & Employment

3001 Coolidge Rd., Suite 401

East Lansing, MI 48823

(517) 203-0947

**\*Vet Jobs**

**\*Vet Success**

**Veteran Employment Services, State of Michigan**

Chris Porter LVER

[porterc2@michigan.gov](mailto:porterc2@michigan.gov)

Veteran Employment Services, State of Michigan  
MichiganWorks! (M-W-F)  
121 Franklin SE, Suite 120  
Grand Rapids, MI 49503  
(616) 336-8790

**\*Veteran Job Listings**

**\*VFW's Veterans Employment Assistance Service**

**\*West Michigan Hispanic Chamber of Commerce**

**\*Women for Hire**

**\*Women in Higher Education**

5376 Farmco Drive  
Madison, WI 53704  
Phone: (608) 251-3232  
E-mail: [career@wihe.com](mailto:career@wihe.com)

**\*Women's Job List**

**\*Women in Technology International**

**Workforce Management LLC**

102 Walnut St, Suite C  
Holland, MI 49423  
Phone: 616-396-3700  
Email: [ruben@workforcemgt.com](mailto:ruben@workforcemgt.com)

**\*Offer online job postings**