Recruiting a robust, diverse candidate pool is an important step in finding the right student for your position. Here are a few tips for advertising your student positions.

Post Your Position to the Appropriate UW Student Job Boards:

Handshake
Hourly and work-study positions for students of all academic levels
https://careers.uw.edu/posting-on-campus-jobs/

Work Study Website
Work-study positions for students of all academic levels who qualify based on financial need

UW Hires
Academic Student Employee positions such as GSA/RA/TA positions for grad students
http://hr.uw.edu/ops/hiring/academic-student-employee/

Utilize Your Networks:

Email
Send your job description to colleagues (students, staff, and faculty) in your office and around campus and ask them to forward it to students they know.

Social Media
Post to your department’s Facebook page, Twitter feed, website, and other appropriate channels. Ask colleagues in other departments to consider doing the same.

Connect with Targeted Groups of Students:

Cultural, Identity, & Interest Groups
Email the leaders of select Registered Student Organizations and ask them to forward your job announcement to their membership.
http://depts.washington.edu/thehub/sao/rso-directory/

Majors
Reach out to advisers in majors that relate to the position’s job duties and ask them to forward the position description to students in their department.
https://www.washington.edu/about/academics/departments/

NOTE – For policy and logistical questions about employing student workers, please visit http://hr.uw.edu/comp/student-employees/ or contact the UW compensation office at uwhrcomp@uw.edu