|  |  |  |
| --- | --- | --- |
| **CANDIDATE FOR TENURE TRACK POSITION** | |  |
| **COLLEGE OF** |  |  |
| **INTERVIEW ITINERARY** |  |  |
| **Candidate Name** |  |  |
|  |  |  |
| **Arrival/Day 1 - DATE, 2018** |  |  |
| **TIME** |  | **LOCATION** |
| 11:51 AM | Pickup at airport (FLIGHT #) by Hotel Shuttle | ACV to Holiday Inn |
| (For Pickup…call Phone #) | Confirmation # |
| 4:00 PM-5:00 PM | Tour of Area | Trinidad, etc. |
|
| 5:30 PM | Dinner with department faculty | Sushi Spot, Arcata |
|  |  |  |
| **Day 2 - DATE, 2018** |  |  |
| **TIME** | **MEETING** | **LOCATION** |
| 8:00‐9:00 AM | Pickup, Breakfast at Tiffany's | Tiffany's Café and Bistro, Arcata |
| 9:00‐9:50 AM | Tour of Department Building and Labs | BSSB, On Campus |
| 10:00‐10:40 AM | Meet with Department Chair | Dept. Chair Office |
| 10:40‐11:20 AM | Dept. Discussion (Faculty and Staff) | Conference Room B |
| 11:30‐12:10 PM | Interview with Search Committee  (note: a separate interview with the search committee is required) | Meeting Room A |
| 12:10-1:10 PM | Lunch with faculty and Staff | Windows Cafe |
| 1:10-1:30PM | Break and Prep for presentation | Office |
| 1:30‐2:30 PM | Teaching/Research Presentation for faculty & students | Lecture Hall 101 |
| 2:30-2:50 PM | Meet with Department ASC about Travel reimbursement | Department Office |
| 3:00-3:40 PM | Meet with Provost Designee | Siemens 217A |
| 4:00 - 5:00 PM | Tour of Humboldt Bay Area w/Professor Brown |  |
| 5:00 - 7:00 PM | Dinner with Department Faculty | Plaza Grill |
|  |  |  |
| **Day 3 - DATE, 2018** |  |  |
| **TIME** |  |  |
| 10:00 AM-11:00 AM | Meet with Dean of College | Dean's Office |
| 11:15 AM | Pickup and travel back to hotel |  |
| 5:00 PM | Shuttle to airport (Flight number; 6:00 PM departure) | Holiday Inn to ACV |

**For more information regarding on-campus interview, see** [**Guidelines for the On-campus Interview**](https://hraps.humboldt.edu/sites/default/files/docs/on-campus_interview_guidelines.pdf)**.**