Rock Valley College

RVC Board Policy 3:20.010

Job Posting and Hiring

It is the policy of Rock Valley College to employ the most qualified candidate for vacant positions. Regular full-time and continuous part-time positions will be posted upon approval to fill a vacancy. Vacant positions will be consistently advertised internally and externally to ensure that employees and other interested individuals are notified regarding employment opportunities at the College. Applications will be accepted through an electronic process. Rock Valley College is an Equal Employment Opportunity College and will comply with all applicable federal and state laws when posting and filling vacant positions.

The President shall have the authority to approve new hires and to assign employment start dates. Should the President determine that it is in the best interests of the College to alter the full-time or continuous part-time position counts beyond the approved budget, the Board of Trustees shall be consulted in advance of any hiring.

This Policy will be administered consistent with 110 ILCS 805/3-42 and the College's collective bargaining agreement obligations where applicable.

Reference: Board Reports 2299, 6328, AR 314, 8306, 8311, 8377
Implemented: September 4, 1973; April 4, 2006
Revised: April 8, 2014; July 22, 2025; August 26, 2025; April 28, 2026