

# Request to Recruit an NCI Position

Date of request:

Position title:

New position: Yes No

Name of former employee:

Length of  
service:

His/her responsibilities:

Reason(s) for departing the Northern Crops Institute (NCI):

Anticipated departure date:

Source of funds:

Evidence of the unit's consideration of redirecting position based on unit's priorities:

Estimation by unit administrator of the need for a replacement (i.e., is it a position that is critical to the function of the unit and to the mission of the Northern Crops Institute?)

Space and equipment needs for proposed position:

"Requested by:

Mark Jirik, Director, NCI

## Approval signatures:

David Ruhland, Director, Ag Budget

Greg Lardy, Vice President for Agricultural Affairs