Equal Employment Policy

Mount St. Joseph University's Equal Opportunity and Diversity Program is designed to ensure the University's compliance with federal and state legislation directed toward the promotion of equal opportunity in all aspects of employment.

The University will provide equal opportunities for all qualified individuals and will promote the full utilization of equal opportunity through positive, continuing programs in each division. This policy of equal employment opportunity applies to all individuals in every aspect of employment policy and practice.

The University is committed both in belief and by law to equal opportunity for all qualified persons without regard to race, color, creed, religion, sex, national origin, pregnancy, age (40 and over), disability, sexual orientation, veteran status, or other minority or protected status. In addition, the University is committed to improving employment opportunities and recruiting and retaining a culturally diverse faculty, staff and administration. This policy applies in all employment relationships. Administration of this policy affects recruiting, hiring, placement, compensation, supervision, training, promotion, demotion, transfer, layoff, and termination. All University personnel policies, procedures and practices must comply with this policy. Each person - administrator, supervisor or search committee member - involved in the hiring and post-hiring process must know the rules of equal opportunity and must participate actively and effectively in managing our human resources in a nondiscriminatory manner.

The Director of Human Resources shall be responsible for the monitoring and coordination of all aspects of this policy within the University. All equal opportunity reports required by governmental agencies or funding organizations must be channeled through the Director of Human Resources. It is also the responsibility of the Director of Human Resources to plan all help-wanted advertising with suitable statements included in appropriate advertisements. The Director of Human Resources will collaborate with the Provost for faculty position searches.

No qualified disabled person shall, on the basis of his or her disability, be subject to discrimination in employment or be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any academic, training, health insurance, counseling, or other program or activity of the University.

Inquiries about or complaints alleging violation of the University's equal opportunity policies should be directed to the Chief Compliance and Risk Officer.