



GDBBS Faculty Appointment Application for **Third Program**

Faculty candidates can join a third program only if the program directors of both their current programs approve.

A request to join a third program will only be approved if there is persuasive evidence that the faculty member will contribute in a significant way to the mission of all programs involved.

Application Process (Condensed)

1. Initial Conversations
2. Application Submission
3. Program Leadership & GDBBS Simultaneously Review Application
4. Program Leadership Approves Application
5. DocuSign Form Sent and Signed by All Interested Parties

Application Process (Detailed)

1. Faculty candidate discusses their interest in joining a third program with their current Program Directors and receives approval to do so. Faculty candidate contacts third Program leadership for initial discussion about membership requirements and their qualifications.
 2. Faculty candidate reviews the [GDBBS Policies, Procedures, and Faculty Responsibilities](#).
 3. Faculty candidate submits a [program membership application](#) to GDBBS with all necessary attachments and any additional documentation required by the Program.
 4. Application materials are routed to the Program Director and/or Program Faculty Membership Chair for review and approval. Approval may be contingent on specific program requirements, such as presenting at a seminar and a vote by the full program faculty.
 5. Once Program leadership approves the membership application, the Program Administrator initiates a DocuSign agreement form to affirm that 1) the candidate understands the requirements of Program and GDBBS membership and agrees to fulfill them and 2) the first, second, and third Program Director and Division Director all approve the appointment.
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** See page 2 for required attachments and application questions.*

Required Basic Information

- Candidate's full name, title, and primary academic department
- Full name and email address of Department Chair

Required Attachments

- Curriculum Vitae or NIH biosketch (Word/PDF)
- If applicable, program-specific documents (e.g., [Neuroscience Membership Agreement](#))

Required Descriptions (for multi-line text fields)

- How your training and current research align with the program's fields of research, including any past, present, or anticipated collaborations with program faculty.
- How you will contribute to training, teaching, and mentoring the program's students.