

**Northern New Mexico College  
HUMAN RESOURCES POLICY**

<b>Subject:</b>	Recruitment Policy
<b>File Reference:</b>	3.4
<b>Date Approved By Board of Regents:</b>	November 10, 1990
<b>Replaces Policy Approved On:</b>	

**Purpose:**

**Policy:** Northern New Mexico Community College will maintain an active recruitment effort for all College instructional programs. These recruitment efforts will be concentrated primarily in Northern's established service area. For those programs distinct to Northern, the recruitment effort will extend throughout the state of New Mexico and whenever appropriate to other regions of the country.

The individual(s) designated by the College as "recruitment officer(s)" will have primary responsibility for developing and carrying out Northern's recruitment plan. Additionally, all employees of the College are expected, as part of their job responsibilities, to contribute to the total recruitment efforts of the College by actively making themselves available for recruitment projects and by promoting a positive image of the College through their daily activities.

**Procedures:**

**Cross Reference:**