

1 **Appointment Duration - P&S**

2 Effective: Moved to Policy Library from UPM 4.3(2)

3 Contact: [Recruitment Services Office](#)

4 **Introduction**

5 The duration of each Professional and Scientific (P&S) appointment is determined by the employing unit based
6 on departmental needs and funding for the position. The duration of the appointment is specified on a Letter of
7 Intent as one of the conditions of employment for the P&S employee.

8 **Policy Statement**

9 P&S appointments are to be made on a continuous, term, emergency term or temporary basis.

10 **Continuous Appointment**

11 A continuous position is expected to exist for an indefinite period and the university is committed to employing
12 the person in that position on a continuous basis, subject to conditions of performance and stated dismissal rules
13 or layoff.

14 **Term Appointment**

15 A term position is expected to exist for a specified period of time. Persons appointed to P&S term may be
16 reappointed without a search if the same conditions apply as when the position was first advertised.

17 **Emergency Term Appointment**

18 An emergency term position is a short term, non-competitive emergency appointment of a qualified person to
19 fill an urgent need. The appointment cannot exceed nine months and may not be renewed without a search.

20 **Temporary Appointment**

21 A temporary position is intermittent or very short term (typically 60 days or less) and is paid on an hourly basis.

22 **Resources**

23 **Links**

- 24 • [Recruitment Services Office](#)
- 25 • [Temporary Employment \[DOC\]](#)