

Flathead Valley Community College
New Position Justification

POSITION INFORMATION		
Requested Position Job Title:		
Department:		
Preferred Start Date:	Today's Date:	
Name of Supervisor:	Funding Source:	
Why is this position critical to the success of FVCC? What are the essential components of the position that align with the strategic mission of FVCC?		
Rationale: A narrative summarizing the data and explaining the need.		
Impact: Describe the impact on program or college growth.		
Alternatives Considered: Explain what options were evaluated to increase efficiency or productivity—such as combining roles, reorganizing work, or using existing staff. For faculty positions, discuss why adjunct instructors can no longer meet departmental needs.		
Considering all relevant criteria, provide a justification supporting the creation of a new position.		
Expected Outcome / Benefit: Identify specific improvements in service delivery, students success or operational efficiency:		
BUDGET INFORMATION		
Salary:	Other Costs:	Total Costs:
Executive Staff Approval Date:		
Conditions:		