

## **MWA POLICY ON INTERNAL RECRUITMENT**

Version 1.0, approved by the MWA Board 14 Dec 2010

The Murchison Widefield Array (MWA) consortium is a diverse collaboration spread across multiple institutions in Australia, India and the USA. Most MWA participants have deliverables for which they are responsible. There is therefore the ongoing expectation that participating organisations will need to recruit personnel to perform the tasks associated with these deliverables. Given the highly specialised skills required of these personnel and the relatively small pool of candidates worldwide, it is inevitable that there will be movement of staff between the institutes participating in the MWA.

To ensure that such situations are handled fairly and transparently, the MWA Board has adopted the following approach to internal recruitment within the MWA collaboration:

1. If a staff member or student currently employed to work on MWA-related activities approaches another group within the MWA project about the possibility of moving positions, the designated coordinator of MWA activities at that institute will let the individual know that an MWA-wide internal recruitment policy has been put in place, and that they would like to discuss the impact of this potential move on the project with the person's current supervisor and with the MWA Project Director.
2. If a group within the MWA project is interested in having a staff member or student join them from another MWA group, the coordinator of MWA activities at the recruiting institute should jointly discuss this situation with their counterpart at the person's current institute and with the MWA Project Director. Such discussions should take place before the staff member or student is approached.