*Unit Review Academic CV Guidelines – (for Librarians and Archivists):*

*The unit review academic CV is a brief document that lists the major information that should be reported by every faculty member within the unit. The CV is limited to* ***3 pages****.*

*Librarians and Archivists are asked to use this word document template to create their CV. All grey text should be deleted as the document is completed.*

Name

Position

[email.address@uregina.ca](mailto:John.Herbert@uregina.ca), (306) xxx-yyyy,

Education and Professional Development

*Include degrees and any other relevant professional training certificates, courses, or workshops.*

Employment History

*Provide employment history, including promotion and tenure decisions, covering only the past 10 years.*

Position Responsibilities

*If relevant, include list courses taught over the last ten years.*

Scholarship, Research, and Creative or Equivalent Professional Activities

*List scholarship (may be either theoretical or applied in nature), research, and creative or equivalent professional activities that have been conducted over the last ten years.*

Service

*Summarize your University and external community service over the last 10 years*