

Southeast Region Placement Service

The Southeast Region American Accounting Association will provide a placement service at the 2004 Southeast Regional Meeting in Lexington April 1 - 3 for the benefit of schools seeking faculty and professors in the job market.

We will designate a special area in the Hyatt Regency with tables and seating where interested individuals may review position descriptions and faculty resumes. Seating will also be available there or in the hotel and convention center lobbies where those seeking positions and college/university representation may investigate opportunities of interest. All submissions will be posted on the SEAAA web site until May 1.

The placement service provides binders containing descriptions of positions and resumes for perusal.

Please observe the following guidelines when preparing and submitting announcements for the placement service at the AAA Southeast Regional Meeting in Lexington.

1. All those who wish to make use of the onsite placement service must be fully registered meeting participants.
2. Submissions are limited to TWO PAGES ONLY. Position announcements must be on 8 1/2 by 11 inch pages. Margins are not to be less than 1 inch on all sides and type size may not be less than 10 point.
3. If you want your submission posted on the Southeast Region web site, your announcement must be submitted by the deadline of Monday, March 22, 2004. Submissions will NOT be accepted after the deadline. The preferred format for submission is PDF, however, Microsoft Word will also be accepted. Announcements will be converted to a PDF format for web posting. The postings will remain on the Southeast Region web site until May 1.
4. Position announcements may follow any desired format containing the following minimum information: areas to be taught, minimum degree requirements, salary range, undergraduate and graduate teaching responsibilities, research and publication requirements, email address, name of the individual attending the meeting and phone number in Lexington to contact that person during the meeting (please state if someone from the school is not attending).
5. The processing fee is \$50 for positions and \$20 for resumes.
6. The placement service will be located in the Hyatt Regency Hotel Convention Center.
7. To the extent that space is available, you may use the placement service tables to provide limited quantities of bulky materials such as catalogues, brochures, etc.
8. Send positions and resumes as attachments to Beverly Harrelson at beverly@aaahq.org.
9. Fax payment information form to AAA at (941) 923-4093.
10. Questions should be directed to Ed Fenton at Ed.Fenton@eku.edu.

Southeast Region Placement Service Submission Form

Contact Information:

Name _____

Institution _____

Email _____

Submitting:

Resume \$20.00

Position Announcement \$50.00

All submissions will be posted on the SEAAA web site until May 1 as provided unless otherwise specified.

Fax this form to AAA at (941) 923-4093

Check (made payable to the American Accounting Association).
Send to 5717 Bessie Drive, Sarasota, FL 34233-2399

Charge my Visa/MasterCard:

Account Number _____

Exp. Date _____

Signature _____