

MavTemp Temporary Employment Services Policy

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I. Title

MavTemp Temporary Employment Services Policy

II. Policy

It is the Policy of The University of Texas at Arlington (UTA or University) to meet short term staffing needs for UTA business units by utilizing a pool of qualified temporary employees who are familiar with the goals, mission, vision, culture, and organizational structure of UTA. To that end, UTA's Office of Talent, Culture, and Engagement has implemented a Mav Temp program, which may hire and assign members of a pool of temporary workers among UTA business units that are in need of temporary staffing. These temporary assignments are not intended to meet ongoing staffing needs, which should be addressed using the regular recruiting and hiring process.

The process and procedures for hiring Mav Temp Employees are set forth in UTA Procedure [HR-E-PR-37 MavTemp Temporary Employment Services](#).

III. Definitions

N/A

IV. Relevant Federal and State Statutes

N/A

V. Relevant UT System Policies, Procedures and Forms

UTA Procedure [HR-E-PR-37 MavTemp Temporary Employment Services](#)

UT System Rules and Regulations of the Board of Regents [Rule 30102](#) General Appointment Information

VI. Who Should Know

Any applicant seeking employment through the MavTemp program and any hiring manager seeking to employ a temporary employee through the MavTemp program.

VII. UTA Office(s) Responsible for Policy

Responsible Officer: Vice President for Talent, Culture & Engagement

Sponsoring Department: Human Resources

VIII. Dates Approved or Amended

July 10, 2023

IX. Contact Information

All questions regarding this policy should be directed to: mavtemp@uta.edu

Send notifications of errors or changes to: policysite@uta.edu