

## **OEMA JOB BANK**

The American Psychological Association's **OFFICE OF ETHNIC MINORITY AFFAIRS (OEMA)** has implemented a Job Bank to assist employers seeking to hire ethnic minority psychologists. OEMA's Job Bank is a computerized database with entries on over 3,000 ethnic minority psychologists. Information can be generated from such data variables as major field of study, professional specialty, geographic location, type of employment setting, ethnicity, etc. The Job Bank also is used as a tool in research and targeted marketing strategies. Persons wishing to request a search of the OEMA Job Bank and mailing labels must comply with the following "Service Criteria" and complete the attached "OEMA Job Bank Search Request and Specifications" form. Fees will be charged as noted.

### **SERVICE CRITERIA**

1. A search of the OEMA Job Bank must be requested in writing. The request should be accompanied by a cover letter that describes the organization or group that is requesting the labels and the specific purpose for the labels.
  - a. The requesting party must submit a copy of the proposed mailing (or provide a draft and a detailed description of the mailing if a sample copy is unavailable at the time of the request).
  - b. If the intended use of OEMA Job Bank labels is employment recruitment, then the position **MUST** have been advertised in the APA Monitor. Please forward verification of advertisement to OEMA with all other materials.
2. Labels are provided for a one-time use only and are to be used exclusively for the purpose specified in the request. The requesting party must contact candidates directly for possible recruitment.
3. The Association does not sell, or otherwise make available, membership address lists or mailing labels on computer tape or diskettes to any organization or individual. Mailing lists are sold only in computer printed mailing label format.
4. The Association reserves the right to review all information to be mailed to its members, affiliates or nonmember subscribers to its journals, and to reject orders that do not meet the standards of the Association.

### FEE SCHEDULE

<b><i>Number of Labels</i></b>	<b><i>Employment Recruitment</i></b>
0 - 500	\$100
501 - 1000	\$150
1001 - 2000	\$250
2001 - 3000	\$350
3001 - 4000	\$450
<b><i>Special Services and Handling</i></b>	
Overnight delivery	\$10 additional fee

### FEE PROCESSING

1. Persons are encouraged to call OEMA prior to formally submitting search requests to determine the estimated number of labels to be generated and the associated fee.
2. Payment must be made by Check or Purchase Order (P.O. must accompany request). Allow two weeks after OEMA's receipt of request for database search, mailing labels preparation, and shipping and handling.
3. For Academic Institutions, payment is due within 60 days of receipt of Job Bank mailing labels, unless otherwise specified by the Office of Ethnic Minority Affairs (OEMA).
4. For all others, payment is due within 30 days of receipt of labels, unless otherwise specified by OEMA. OEMA may request advance payment of 50% of estimated fee.
5. Send search request and Make check payable to

American Psychological Association  
Office of Ethnic Minority Affairs  
750 First Street, NE  
Washington, DC 20002-4242  
(202) 336-6029

## **OEMA JOB BANK SEARCH REQUEST AND SPECIFICATIONS**

*(To assure an accurate search, please complete both sides of this page in its entirety and return to OEMA)*

**A. APA APPROVED PROGRAMS:**

Is it required that candidates attended the following types APA approved programs:

Predoctoral	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Internship Site	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**B. MAJOR FIELDS** *(list up to three from Code List 1 - attached):*

\_\_\_\_\_

**C. AREAS OF INTEREST** *(list up to five from Code List 2 - attached):*

<i>CODE NUMBER</i>	<i>CODE NAME</i>

*[Note: greater specifications may result in fewer potential candidates]*

**D. MAJOR JOB FUNCTION(S):**

\_\_\_\_\_ Academician      \_\_\_\_\_ Administrator      \_\_\_\_\_ Consultant  
\_\_\_\_\_ Practitioner      \_\_\_\_\_ Researcher  
\_\_\_\_\_ Other *(please specify)* \_\_\_\_\_

**E. SPECIAL CAPABILITIES:**

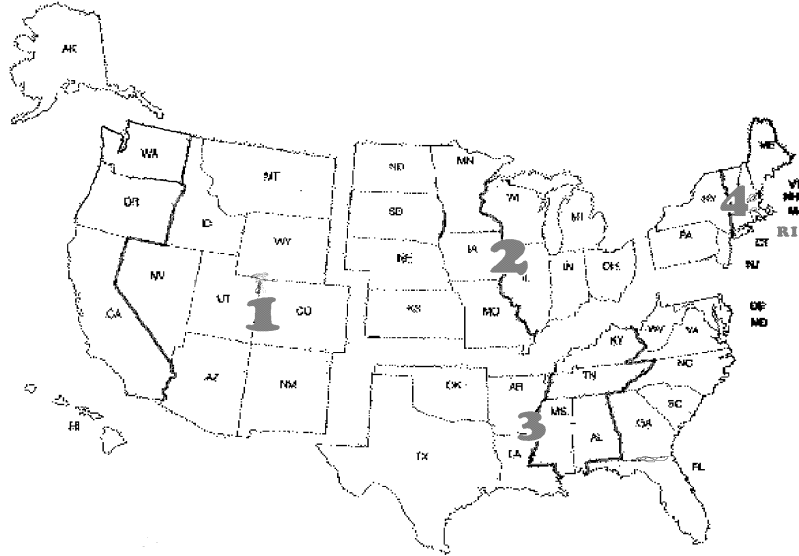
\_\_\_\_\_ Language *(please specify)* \_\_\_\_\_

\_\_\_\_\_ Other *(please specify)* \_\_\_\_\_

**F. GEOGRAPHIC PREFERENCE OF SEARCH (if any):**

Please check all that apply:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- N/A \_\_\_\_\_



**SPECIAL SERVICES & HANDLING**

\_\_\_\_\_ Rush processing (*less than 10 working days*)                      \$50 additional fee

\_\_\_\_\_ Overnight delivery    \$10 additional fee

Request Submitted By: \_\_\_\_\_

Shipping Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact Phone/ext.: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Have you included your check or purchase order?      \_\_\_ Yes \_\_\_ No

# Code List

## Major Fields

070	Clinical Psychology	216	Health Psychology
521	Clinical Child Psychology	130	Industrial/Organizational Psychology
213	Cognitive Psychology	118	Neurosciences
080	Community Psychology	050	Personality Psychology
211	Comparative Psychology	030	Physiological Psychology/Psychobiology
090	Counseling Psychology	365	Psychopharmacology
040	Developmental Psychology	250	Quantitative/Mathematical, Psychometrics/Statistics
110	Educational Psychology	100	School Psychology
212	Environmental Psychology	060	Social Psychology
020	Experimental Psychology		
010	General Psychology/ Methods & Systems		
115	Geropsychology		

## Other Associated Major Fields

510	Anthropology	700	Law
209	Behavioral Medicine	730	Linguistics
560	Business or Management	760	Medicine
103	Cognitive Science	770	Nursing
561	Communications/Journalism	720	Organizational Behavior
570	Computer Science	810	Political Science
106	Counseling (e.g., mfcc, school, employment)	820	Psychiatry
531	Counselor Education	830	Public Administration
580	Criminology or Criminal Justice	840	Public Health
600	Economics	390	Rehabilitation
610	Education, Teaching	930	Social/Behavioral Sciences
620	Engineering	860	Social Work
112	Epidemiology	870	Sociology
113	Genetics	955	Special Education
683	Industrial Relations	950	Speech & Hearing
114	Information Science	880	Statistics
		881	Student Personnel
		850	Theology/Religion

## AREAS OF INTEREST CODES LIST

120104	Accident Prevention/Safety	561000	Communications/Journalism	020000	Experimental Psychology
228000	Administration	080100	Community Mental Health	247000	Family Processes
040300	Adolescent Development	080000	Community Psychology	070203	Family Therapy
070107	Adolescent Therapy	211000	Comparative Psychology	070118	Feminist Therapy
229000	Adult Development	010700	Computer Applications and Programming	220000	Forensic Psychology
231000	Affective Disorders	239000	Conditioning, Operant & Classical	204000	Gender Issues
060104	Aggression	070211	Conduct Disorders	222000	General Psychology
070601	Alcoholism & Alcohol Abuse	217000	Consulting Psychology	115000	Gerontology/Geropsychology
072401	Alzheimer's Disease	140000	Consumer Psychology	248000	Giftedness
206000	Applied Behavior Analysis	111200	Continuing Education	249000	Group Processes
010702	Artificial Intelligence	210000	Correctional Psychology	070103	Group Psychotherapy
232000	Assessment/Diagnosis/Evaluation	090000	Counseling Psychology	216000	Health Psychology
070210	Attention Deficit Disorders	050300	Creativity	010100	History & Systems of Psychology
060400	Attitudes & Opinions	240000	Crime & Criminal Behavior	251000	HIV/AIDS
060404	Attribution Theory	080102	Crisis Intervention & Therapy	252000	Homelessness & Homeless Populations
020201	Audition	061304	Cross Cultural Processes	253000	Homicide
070207	Autism	061300	Cultural & Social Processes	030703	Hormones & Behavior
031100	Behavior Genetics	110600	Curriculum Development/Evaluation	071400	Hospital Care
233000	Behavior Therapy	071800	Death & Dying	226000	Human Development & Family Studies
070116	Biofeedback	020900	Decision & Choice Behavior	061100	Human Ecology
070701	Brain Damage	070615	Depression	120301	Human Factors
030201	Brain Functions	241000	Developmental Psychobiology	681000	Human Relations
030800	Cardiovascular Processes	040000	Developmental Psychology	011001	Human Resources
081000	Case Management	061800	Deviant Behavior	230000	Humanistic Psychology
030104	Central Nervous System	242000	Disadvantaged	070126	Hypnosis/Hypnotherapy
020202	Chemical Senses	080800	Domestic Violence	050500	Individual Difference
040210	Child Abuse	070603	Drug Abuse	254000	Individual Psychotherapy
501000	Child Development	070611	Eating Disorders	130000	Industrial/Organizational Psychology
234000	Child & Pediatric Psychology	110000	Educational Psychology	040100	Infancy
070206	Child Therapy	110900	Educational Research	020801	Information Processing
070613	Chronically Mentally Ill	111000	Educational Technology	256000	Ingestive Behavior & Nutrition
235000	Classical Conditioning	031500	Electrophysical Psychology	257000	Institutionalization/ Deinstitutionalization
070128	Client-Centered Therapy	243000	Emotion	258000	Instructional Methods
521000	Clinical Child Psychology	040205	Emotional Development	259000	Intelligence
236000	Clinical Child Neuropsychology	130600	Employee Assistance Programs	261000	Interpersonal Processes & Relations
260000	Clinical Neuropsychology	244000	Endocrine Systems	262000	Job Satisfaction
070000	Clinical Psychology	120000	Engineering Psychology	070605	Juvenile Delinquency
237000	Clinical Research	212000	Environmental Psychology	130202	Labor & Management Relations
070129	Cognitive Behavioral Therapy	245000	Ethology	263000	Language Development
238000	Cognitive Development	080602	Epidemiology & Biometry	264000	Language Process
213000	Cognitive Psychology	246000	Ethnic Minorities	060205	Leadership
060300	Communication	020300	Experimental Analysis of Behavior	070208	Learning Disabilities

020100 Learning/Learning Theory	110500 Preschool & Day Care Issues	061306 Social Change
072000 Lesbian & Gay Issues	080900 Prevention	061900 Social Cognition
265000 Managed Care	281000 Problem Solving	287000 Social Development
130200 Management & Organization	011000 Professional Issues in Psychology	050800 Social Learning
140500 Market Analysis	337000 Program Evaluation	288000 Social Problems
266000 Marriage & Family	050602 Projective Techniques	060000 Social Psychology
060301 Mass Media Communication	338000 Psychoanalysis	289000 Social Skills
267000 Measurement	340000 Psychobiology	955000 Special Education
071100 Medical Psychology	070120 Psychodrama	070900 Speech Disorders
020700 Memory	031700 Psychoimmunology	221000 Sports Psychology
268000 Mental Disorders	355000 Psycholinguistic	880000 Statistics
080601 Mental Health Economics and Financing	223000 Psychology & Law	070614 Stress
269000 Mental Health Services	061200 Psychology & the Arts	294000 Structured Outpatient Services
070800 Mentally Retarded	348000 Psychology of Women	070609 Suicide
271000 Metacognition	362000 Psychometrics	010303 Survey Theory & Methodology
255000 Military Psychology	363000 Psychopathology	010701 Systems Analysis
041200 Moral Development	365000 Psychopharmacology	010000 Systems, Methods & Issues
272000 Motivation	282000 Psychophysiology	020800 Thought Processes
021100 Motor Performance	070607 Psychoses	291000 Training & Development
070700 Neurological Disorders	071000 Psychosomatic Disorders	060600 Values & Moral Behavior
030102 Neurophysiology	380000 Psychotherapy	020107 Verbal Behavior
682000 Neuropsychology	250000 Quantitative/Mathematical, Psychometrics/Statistics	020106 Verbal Learning
118000 Neuroscience	070121 Rational-Emotive Therapy	020204 Vision
273000 Neuroses	390000 Rehabilitation	292000 Vocational Psychology
274000 Nonverbal Communication	283000 Religious Psychology	293000 Work Performance
010900 Operations Research	011300 Research Design & Methodology	
130206 Organizational Development	284000 Research & Training	
071101 Pain & Pain Management	070608 Schizophrenia	
276000 Parent-Child Interaction	100100 School Counseling	
070209 Parent Education	100000 School Psychology	
275000 Pastoral Psychology	286000 Selection & Placement	
277000 Performance Evaluation	020200 Sensory & Perceptual Processes	
040207 Personality	020207 Sensory Motor Processes	
020301 Personality & Experimental Psychopathology	030200 Sensory Physiology	
278000 Personality Disorders	070123 Sex/Marital Therapy	
050600 Personality Measurement	061000 Sexual Behavior	
050000 Personality Psychology	031400 Sexual Physiology/Behavior	
050100 Personality Theory	070604 Sexual Dysfunction	
011400 Philosophy of Science	022000 Sleep & Dreams	
071700 Physically Handicapped	070612 Sleep Disorders	
030000 Physiological Psychology	060900 Smoking	
279000 Policy Analysis	040208 Social Behavior	
310000 Political Psychology		