

1. Introduction

Welcome to Gonzaga University, where we value diversity, innovation, and academic excellence. We are excited to have you explore opportunities to become a part of our dynamic and collaborative community.

Learn about Gonzaga's mission and values, guiding principles that shape our commitment to education, service, and leadership.

[Mission and Values](#)

2. Getting Started

Creating an Account in People Admin

To start your journey, create a user account on our online platform,
<https://gonzaga.peopleadmin.com/>

This account will be your gateway to discovering and applying for positions at Gonzaga University.

Explore our job board to discover a wide range of opportunities for both Staff and Faculty.

3. Application Process

Applicants must complete an online Application and upload a Resume and Cover letter (as needed), and read and acknowledge the Notice of Intent, for each position applying for to complete the application process. Follow specific instructions for each position.

Application Submission

Double-check your application before submission. Once submitted, you will receive a confirmation email.

4. Review Process

Application Status Updates

Pay special attention to the Posting's close date and 'Applicant Review' date. You will not hear back from the Hiring Team and/or HR until after the close date of the posting. It can also take several weeks after the posting closes to shortlist candidates and move forward with next steps. Please be patient as our team carefully reviews each application.

The University will conduct interviews, background and reference checks, employment and education verification, and other selection criteria on **final candidates**. For positions requiring a pre-employment examination, final hiring approval depends upon examination results.

Contact Information

For further assistance, reach out to our HR department. Contact details are provided for your convenience. Hiring@Gonzaga.edu

5. Why Work at GU:

As Spokane's dynamic and influential sixth-largest employer, Gonzaga offers more than just jobs – we provide exciting career opportunities that resonate with our commitment to a Jesuit mission. With over 1,300 dedicated professionals, Gonzaga is a thriving hub where impactful work is not just a task but a calling. We cultivate an energetic and inclusive workplace, fostering the growth and success of every Gonzaga faculty and staff member, ensuring they contribute meaningfully to our vibrant community.

Just as we prioritize excellence in education for our students, Gonzaga extends the same commitment to our employees by offering an enticing benefits package. From comprehensive medical, dental, and vision coverage to life and disability insurance, flexible spending, retirement plans, and valuable tuition benefits, we invest in the well-being and future of our team. Join Gonzaga, where your career is more than just a job – it is an opportunity to thrive and make a difference in an inspiring and supportive community.

Review [staff and faculty job candidate benefits guides](#)

6. Learn More about GU

[Gonzaga's Green Fund](#)

[Princeton Review](#)

[Immersive Outdoor Learning](#)

[Youtube](#)

[Tiktok](#)

[Our Campus and Location](#)

[Our Mission and Jesuit Values](#)

[Equity, Diversity and Inclusion](#)

[Sustainability](#)

[Human Resources](#)

GONZAGA UNIVERSITY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION, TITLE IX SECTIONS 503 AND 504 (HANDICAPPED) EMPLOYERS COMMITTED TO DIVERSITY. Please complete the applicant EEO Data Form for our Affirmative Action program. This information is voluntary; employment opportunities are not affected if the form is not completed. The University has the right to reopen a position if the applicants are not qualified or do not reflect a representative affirmative action recruitment pool.