



Bluefield State College

Instructor or Assistant Professor of English

(Full-time, tenure-track faculty position anticipated for Fall Semester 2021)

POSITION TITLE: Instructor or Assistant Professor of English

JVA #: 2020-28

SCHOOL: School of Education, Humanities, and Social Sciences

POSITION SUMMARY: This is a full-time, tenure-track, nine-month position at the level of Instructor or Assistant Professor (with rank depending on qualifications). We seek a candidate with a minimum of a Master's degree required, and a Doctorate or ABD preferred, in English or closely related field, to teach transitional studies in English, developmental English, and composition. An ability to effectively use alternative modalities (e.g., on-line, video livestreaming, virtual, Moodle) in addition to a traditional classroom setting is required. Additional experience in multimodal composition or web-writing, is also desirable. This position will work as a team member on undergraduate program development. Appointment anticipated to begin fall semester 2021.

POSITION RESPONSIBILITIES: All faculty positions include a minimum of 12 credit teaching load (may include web based or interactive video instruction and/or courses at off-campus locations), academic advising, as well as participation in school committees and College governance. The successful candidate will demonstrate evidence of the potential for excellence in teaching, and dedication to College and community service.

All faculty are expected to:

- Take a supportive interest in the academic progress of each of his/her students.
- Meet with his/her classes as scheduled. In case a faculty member is kept from his/her duties by illness or other legitimate reason, the faculty member must inform the respective Dean in advance, if possible, so that arrangements can be made for assignments or a substitute instructor.
- Maintain adequate office hours as assigned so that he/she may be available to the students for conferences to assist students toward achieving student success.
- Participate in the faculty-student advisory program.
- Keep abreast of his/her academic discipline through continuing study, and/or active participation of his/her professional organizations.
- Continuously strive to improve the effectiveness of his/her teaching.
- Keep accurate records of grades and other information required by the Deans, Registrar, Provost, President and any other administrator as may be appropriate.
- Attend all faculty meetings of the college and the respective school in which the faculty teaches.

- Attend commencement and convocations and to cooperate fully with the BSC Board of Governors, the President, the Provost and the Dean in promoting the interests of Bluefield State College and the respective School.

MINIMUM REQUIRED QUALIFICATIONS: Master's degree in English or related field is required. Must have experience teaching English courses at the college or university level. Experience, training, and/or research in developmental English, transitional studies in English studies or first-year experience programs is required. Demonstrated ability to teach using distance education strategies including online courses and blended learning in addition to a traditional classroom setting.

PREFERRED QUALIFICATIONS: Doctorate or ABD in English or related field; experience in multimodal composition, technical writing, or digital journalism; experience in assessment.

COMPENSATION: Salary and rank are commensurate with qualifications and experience. This position is contingent upon available funding.

THE COLLEGE: The mission of Bluefield State College is to provide students an affordable, accessible opportunity for public higher education. A historically black institution, Bluefield State College prepares students for diverse professions, graduate study, informed citizenship, community involvement, and public service in an ever-changing global society. More information about the College is available at www.bluefieldstate.edu

APPLICATION PROCEDURE: Complete applications to be submitted in electronic format only to humanresources@bluefieldstate.edu and must include:

1. Letter of interest specific to the position;
2. A completed BSC Employment Application (available at: <https://www.bluefieldstate.edu/resources/human-resources/job>);
3. Resume/CV;
4. Three letters of recommendation from professional references; and
5. Transcripts (unofficial transcripts are acceptable for the application process; official transcripts will be required of the selected candidate).

DATE POSTED: December 14, 2020

CLOSING DATE: Position is open until filled. For full consideration, applications must be received by 4:00 pm EST, **Friday, January 29, 2021**. Applications will be accepted until position is filled; however, applications received after the deadline may not receive full consideration.

Bluefield State College is an HBCU, AA/EOE/ADA employer, committed to the principle that minorities, women, veterans, and individuals with disabilities are encouraged to apply. The college complies with all applicable federal and state laws designed to promote equal educational and employment opportunities. Bluefield State College does not provide H1B visa or employment sponsorship.