



# Bluefield State University

## Job Vacancy Announcement

**Assistant or Associate Professor of Mechanical Engineering Technology**  
(Full-time, tenure-track faculty position, anticipated for Fall Semester 2024)

**POSITION TITLE: Assistant or Associate Professor of Mechanical Engineering Technology**

**JVA#:** 2024-02

**DEPARTMENT:** Department of Engineering Technology  
School of Science, Technology, Engineering, and Mathematics (STEM)

**POSITION SUMMARY:** This is a full-time, tenure-track, nine-month position at the level of Assistant or Associate Professor (rank depending upon qualifications). We seek a candidate with a minimum of a Master's degree required in Mechanical Engineering, Mechanical Engineering Technology, or a related field. The primary responsibility of the position is to teach lower- and upper-level college courses and associated labs in the Department of Mechanical Engineering Technology (MEET) within the College of Science, Technology, Engineering, and Mathematics (STEM). This position is also responsible for the administration, operation, maintenance, and any other aspect of Mechanical Engineering Technology laboratory space and course assignments relative to the teaching load of the position. The successful candidate will seek to develop new laboratory procedures that emphasize current trends in Mechanical Engineering; refine and improve current lab experiences through the implementation of new/updated technology and hardware; create laboratory documentation (guidelines, manuals, procedures, etc.); and expand current lab offerings through the acquisition of new/updated technology either in hardware or software form. This position will support the general Engineering Technology curriculum, and the Manufacturing Engineering Technology (MAET) program, and will work as a team member on undergraduate program development including enhancing the capstone design experience in the Mechanical Engineering Technology department. The appointment is anticipated to begin August 2024.

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

All faculty are expected to:

- Take a supportive interest in the academic progress of each of his/her students.

- Meet with their classes as scheduled. In case a faculty member is kept from their 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 they 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 their academic discipline through continuing study, and/or active participation of their 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 University and the respective school in which the faculty teaches.
- Attend commencement and convocations and to cooperate fully with the BSU Board of Governors, the President, the Provost and the Dean in promoting the interests of Bluefield State University and the respective school.

**MINIMUM REQUIRED QUALIFICATIONS:** Master's degree required in Mechanical Engineering, Mechanical Engineering Technology, or a related field (with a degree conferred no later than May 31, 2024). An ability to effectively use alternative modalities (e.g., online, video livestreaming, Moodle, etc.) in addition to teaching effectively in a traditional classroom setting is required.

**PREFERRED QUALIFICATIONS:** The ideal candidate will possess a Ph.D. in Mechanical Engineering or a related field and have machinist experience. Preference will be given to candidates with prior classroom and lab teaching experience and who hold a professional certification, e.g. Professional Engineering Certification, OSHA Safety Certification. Candidates with a working knowledge and/or certification in Solidworks with experience in parametric modeling are preferred. Candidates should have experience in or potential for applied research with business, industry, or government agencies. Candidates who have prior real-world experience in a mechanical-engineering-related field are a plus, as are candidates with experience across multiple fields, e.g. electrical, mechanical, industrial, and who can teach across multiple disciplines.

**COMPENSATION:** Salary is commensurate with qualifications and experience. Position is dependent upon available funding.

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

**APPLICATION PROCEDURE:** Completed applications are to be submitted in electronic format only to [humanresources@bluefieldstate.edu](mailto:humanresources@bluefieldstate.edu) and must include:

1. Letter of interest specific to the position;

2. A completed BSU Employment Application (form available at <https://bluefieldstate.edu/resources/human-resources/jobs>);
3. Resume/CV;
4. Contact information for at least three professional references; and
5. Transcripts (unofficial transcripts are acceptable for the application process; official transcripts will be required of the selected candidate).

NOTE: Please **do not** include photographs or any personal information (e.g. D.O.B, place of birth, etc.) on your application or supporting documents. **Bluefield State University does not provide H1B visa or employment sponsorship.**

**DATE POSTED:** January 12, 2024

**CLOSING DATE:** The position is open until filled. For full consideration, applications must be received by 4:00 pm EST, Friday, **February 26, 2024**. Applications will be accepted until the position is filled; however, applications received after the deadline may not receive full consideration.

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