



# Bluefield State University

## Job Vacancy Announcement

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

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

**JVA#:** 2024-06

**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 Professor. We seek a candidate with a minimum of a Master's degree required (preference given to those with a degree in Engineering or Engineering Technology) to teach lower-and-upper level college courses across the School of Science, Technology, Engineering, and Math and also supervise laboratory experiences. This position is expected to support courses from the Electrical Engineering Technology program, and Mechanical Engineering Technology courses. 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. This position will work as a team member on undergraduate program development. The appointment is anticipated to begin fall semester of 2024.

**CORE 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 as needed), 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 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 in 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 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 is required, with preference given to those with a degree in Engineering or Engineering Technology. 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:** Prefer candidates with a Ph.D. and prior classroom and lab teaching experience and those holding a professional certification, e.g. Professional Engineering Certification, OSHA Safety Certification, etc. Candidates should have experience in or potential for applied research with business, industry, or government agencies. Candidates that have prior administrative experience in higher education are a plus as this position will be part of exploring and creating new degree programs for the school. Candidates who have experience across multiple fields, e.g. electrical, mechanical, industrial, etc., and who can teach across multiple disciplines are also a plus.

**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:** February 14, 2024

**CLOSING DATE:** The position is open until filled. For full consideration, applications must be received by 4:00 pm EST, Thursday, **February 29, 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.*

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