



Bluefield State University

Job Vacancy Announcement

Assistant or Associate Professor of Biology

(Full-time tenure-track faculty position, anticipated for Fall Semester 2025)

POSITION TITLE: Assistant or Associate Professor of Biology

JVA#: 2024-28

DEPARTMENT: Department of Applied Sciences & Mathematics, College of STEM

POSITION SUMMARY: This is an appointment for one full-time tenure-track Assistant Professor of Biology. These positions will teach Anatomy and Physiology with labs, and upper and lower-level Biology courses with their labs. Must teach effectively using alternative modalities (e.g., online, video livestreaming, Moodle, etc.) in addition to a traditional classroom setting. These positions will work as a team member on undergraduate research and program development. Appointment anticipated to begin Fall Semester, 2025.

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. Responsibilities include the standard teaching load, however, release time from a minority of course load is possible with adequate external funding. Courses to be delivered include, but are not limited to, the following: lower and upper-level Biology courses and labs, or other related courses in the faculty member's discipline. Duties may require travel to the Beckley HEC campus. Applicants are encouraged to establish an active research program that involves undergraduate students and apply for external funding. 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 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 in 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 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: Applicants must have an earned Ph.D. in Anatomy and Physiology, Micro Biology, Cell Biology, or a related discipline (with degree conferred no later than 05/31/25). Experience in teaching lower and upper-level Biology courses at the college or university level. An ability to effectively use alternative modalities (e.g., online, video livestreaming, Moodle, etc.) in addition to teaching effectively in a traditional classroom setting.

PREFERRED QUALIFICATIONS: Experience in teaching upper and lower-level Biology courses and labs at the college or university level. History of grant funding. Post-doctoral research experience.

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 with 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

APPLICATION PROCEDURE: Completed applications are 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 BSU Employment Application (form available at <https://www.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 an H1B visa or employment sponsorship.**

DATE POSTED: December 6, 2024

CLOSING DATE: The position is open until filled. For full consideration, applications must be

received by 4:00 pm EST, Feb. 14, 2025. 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.