English Composition Faculty - California Northstate University College of Health Sciences (CHS), Rancho Cordova, California, USA

Job Classification: 0.5 FTE, part-time (12-month), exempt faculty position in English

Rank and Salary: Based on level of education and experience in teaching

Closing Date: Position is open until filled

Review of Applications: Reviewed upon receipt; for best consideration, applications should be received as soon as possible.

Anticipated Start Date: August 22, 2016

Reporting Responsibility: Report directly to the Senior Associate Dean of Academic Affairs

Description of Newly-Formed College of Health Sciences:
California Northstate University College of Health Sciences is located at 2910 Prospect Park Drive, Rancho Cordova, CA 95670. The College of Health Sciences is designed to provide both a two-year and three-year curriculum of pre-professional courses leading to potential early entrance into professional schools. A four-year curriculum leading to the B.S. in Health Sciences is also offered for undergraduate students seeking advanced education or careers in the healthcare professions. More information about the degree program, concentrations, and the curriculum are available at http://healthsciences.cnsu.edu.

Duties and Responsibilities
1. Teaches ENGL 110 & 120 English Composition I & II and other English courses as needed.
2. Teaches professional writing course (medical school applications, personal statement) to undergraduate and post-baccalaureate students.
4. Teaches a Summer Bridge in English course to assist entering students to become ready for college-level English.
5. Creates an English Writing Center and oversees staff and funding for the Center.
6. Student advising required.
7. Assists in curriculum development, creating learning activities and implementing assessment and planning. Participates in and supports faculty and student activities.
8. Contributions to student learning beyond the classroom.
9. Attends and participates in departmental meetings, college-wide academic meetings, and official functions scheduled by the administration. Serves on college committees as assigned. Acts in accordance with College policies and procedures.
10. Evaluates student learning outcomes and objective achievement, maintaining and reporting information as prescribed by college policies and procedures; supervises students and resolves classroom problems.
11. Maintains appropriate credentials and current knowledge of developments and teaching strategies in the discipline/program areas taught. Participates in professional development activities including, but not limited to: workshops and conferences; membership in professional organizations; self-improvement course work and activities.
12. Maintains good relationships with community agencies and groups, participating when appropriate.
13. Performs other duties as assigned.

Minimum Qualifications
- MA, PhD (preferred) in English or closely related field.
- Substantial post-secondary teaching experience in English Composition instruction.
- Evidence of ability to produce effective composition course syllabi and course materials.
- Demonstrated teaching effectiveness.
- Strong writing and communication skills, as reflected in teaching materials and other application materials.
- Evidence of professional activities and services.
- The applicant should demonstrate a knowledge of and interest in diverse cultures and populations.

Applicants should submit:
- Cover letter of interest that addresses qualifications, experience and career goals
- Curriculum vitae
- Names, addresses, telephone numbers, and email addresses of at least three (3) references who may be contacted by the Search Committee and who can speak to a broad range of candidate’s professional qualifications.

Please submit your cover letter, CV, list of references, and any additional information to hr@cnsu.edu. Review of applicants will begin immediately and will continue until position is filled.

California Northstate is an Equal Opportunity and Affirmative Action Employer. All qualified candidates are encouraged to apply.