



Assistant/Associate Professor of English - California Northstate University College of Health Sciences (CHS), Rancho Cordova, California, USA

Job Title: Assistant/Associate Professor of English

Job Classification: Full-time, 12 Month, Exempt

Closing Date: Position open until filled

Review of Applications: Reviewed upon receipt; for best consideration apply before May 1, 2017

Anticipated Start Date: July 1, 2017

Supervisor: Faculty in the Department of Humanities and Social Science report directly to the Department Head (or Acting Department Head) of Humanities and Social Science or the Senior Associate Dean of Academic Affairs

Description of California Northstate University College of Health Sciences: California Northstate University (CNU) is a private university with main campus located in Elk Grove, California, approximately 15 miles south of Sacramento. CNU is accredited by the Accrediting Commission for Senior Colleges and Universities of the Western Association of Schools and Colleges (WASC). The Elk Grove facility currently houses the College of Pharmacy and the LCME-accredited College of Medicine. The WASC-approved undergraduate CNU College of Health Science (CNUCHS) is located at 2910 Prospect Park Drive, Rancho Cordova, CA 95670. CNUCHS offers a traditional Bachelor of Science in Health Sciences degree with concentration in human biology, in addition to accelerated undergraduate and post-baccalaureate programs for pre-medical and pre-pharmacy students. The CNUCHS curriculum is designed to provide excellent academic preparation for careers in the biomedical professions.

Courses of Primary Teaching Responsibility:

- English Composition I & II with supervised practice sections
- Professional Communication Seminar
- Writing Center
- Literature Elective
- Contributes to Course-based Undergraduate Research Experiences

Duties and Responsibilities:

- Plan courses and prepare syllabi for approval by the Curriculum Committee
- Maintain good working relationships with the Dean, Sr. Assoc. Dean of Academic Affairs, Department Head, administrative staff, and colleagues in the College of Health Sciences
- Make effective use of appropriate technology, learning software, and the learning management system in course delivery



- Develop an effective teaching style informed by best practices in education literature
- Create and oversee the English placement exam and first-year placement in English
- Teach a Summer Bridge course in English to assist entering students in college readiness
- Oversee the college writing and communication center
- Perform data collection related to monitoring of program and general education learning outcomes as needed to fulfill assessment requirements and to monitor student success
- Communicate effectively with students regarding course content, assignments, and exams
- Keep regular office hours for students, provide tutoring assistance as needed, and perform student advising duties
- Keep active in academic field of specialization through professional development, scholarly research, publishing, and professional activities
- Serve on college and university committees and engage in university and community service including development of outreach activities
- Mentor and supervise undergraduate students in scholarly research projects
- Participate in college and university programs to recruit and retain students

Minimum Qualifications: A doctorate degree in English, Communication, or Literature, with college teaching experience preferred. Demonstrated ability to develop innovative teaching strategies, and experience working with diverse groups.

Applicants should submit:

- Cover letter of interest that addresses qualifications, experience and career goals
- Curriculum vitae
- Official transcripts of all college work (unofficial copies accepted until invited for interview)
- Statement of teaching and scholarly interests
- Names, addresses, and telephone numbers of at least three (3) references who can be contacted by the Search Committee and who can speak to a broad range of candidate's professional qualifications.

Please send application materials to the HR Department at hr@cnsu.edu or California Northstate University, 9700 West Taron Drive, Elk Grove, CA 95757.

For department specific inquiries, please contact: (916) 686-7674.

Please note that while the main campus for California Northstate University is located in Elk Grove, CA, this position is located at California Northstate University, College of Health Sciences, in Rancho Cordova, CA.

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