PTI COMPETITIVE JOB DESCRIPTION AND AD

UNM Department of XXXX anticipates hiring Adjunct Faculty to teach undergraduate and/or graduate level course in the Spring 2018 semester.

Anticipated openings, potentially include the following subject areas among others:

* Name of course
* Name of course
* Name of course
* Name of course

The Department is seeking qualified temporary part time faculty members to teach graduate level classes in various disciplines as specified above. Instructors are responsible for all aspects of any class they are teaching including but not limited to meeting with the class during assigned times, content delivery, assignment development, grading assignments, reporting of grades, and assessment of student learning as outlined by the Chair of the department.

Positions are contingent upon need each semester as determined by student enrollment levels, current course offering matrix, and demand driven by graduation requirements.  Positions may be filled or eliminated each semester up to the deadline for students to drop or add courses.  Candidates who are selected for these positions will report to the Chair of the department, Dr. Tim Krebs.

**Best Consideration Dates**

For best consideration please apply by November 15, 2017 for Spring Semester 2018

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| **Minimum Qualifications:**  To teach courses as described above are determined by Higher Learning Commission’s accreditation requirements for faculty, and must be met by one of these ways:  1.    Master’s Degree or higher in the discipline or subfield for which you are applying.  2.A master’s degree or higher in a discipline related to but other than that for which you are applying, and successful completion of at least 18 graduate credit hours in an accredited program in the discipline or subfield for which you are applying.  **Preferred Qualifications:**   1. Two years professional experience in the appropriate discipline or subfield      1. An earned doctorate from an accredited institution   3. Successful teaching experience in a post-secondary institution  4.    A demonstrated commitment to diversity, equity, inclusion, and student success, as well as working with broadly diverse communities. |
| A complete application consists of the following:   * Cover Letter indicating the courses and/or disciplines in which you are interested in teaching; the days/times you are available to teach; and how your education and experience, satisfies the Minimum Qualifications criteria described above. * Curriculum Vitae * A list of names and contact information of three professional references who can speak to your directly relevant knowledge, skills and experience. Please note: Qualified applicants may be evaluated for potential interviews by the hiring official as new openings become available throughout the time period covered by this posting.   Applicants who are appointed to a UNM faculty position are required to provide an official certification of successful completion of all degree requirements prior to their initial employment with UNM. |