



FACULTY POSITION POSTING

Assistant or Associate Professor of Chemistry (tenure track)
Department of Health and Natural Sciences
School of Arts and Sciences

DUTIES AND RESPONSIBILITIES:

Teaching (60%)

To teach a full load during the Fall and Spring semesters, as defined in the *Faculty Handbook*, according to the official schedule, using an approved syllabus which conforms with University requirements

To keep students informed about their progress through the prompt grading and returning of assignments

To maintain accurate and complete scholastic records, including attendance

To develop and assess student learning outcomes which conform with University requirements, and to document the use of the results of the assessment to improve student learning

To collect and submit data for assessment every semester, and to meet with area faculty, as prescribed by the dean/chair, in the preparation of the assessment reports

To post and maintain office hours for student consultation, as prescribed by the *Faculty Handbook*

Scholarship (20%)

To maintain a high level of expertise in the field and the subjects taught through professional development activities

To direct student research and/or serve on student research committees

To work cooperatively with other faculty in grant-writing efforts

To maintain a high level of scholarship in teaching and learning

Service (20%)

To serve as an advisor to students, as assigned by the dean/chair

To actively participate in the work of the department, school, and university in committees, task forces, or other formal or informal recognized efforts

To represent the university in community outreach activities

To serve as a faculty tutor, as assigned by the dean/chair

To develop and maintain relationships with area research entities

Qualifications:

- PhD in chemistry from a regionally accredited institution
- Demonstrated effective interpersonal, written and oral communication skills;
- Demonstrated ability to interact with large groups and individuals at all work levels;
- Demonstrated sensitivity to and desire to promote diversity;
- Demonstrated proficiency in the use of computers and software applications;
- A record showing commitment to customer service and the application of appropriate flexibility in response to issues and opposing points of view.
- Preferred qualifications:
 - Demonstrated expertise in nuclear chemistry **is preferred**
 - Demonstrated experience in teaching online courses and in online course development
 - Demonstrated expertise in securing grant funding

TO APPLY:

Email cover letter of interest, resume and list of three references that includes names and contact information to: rstiffin@fmuniv.edu. Must reference **Assistant or Associate Professor of Chemistry (tenure track)** in the subject line of your email.

SUPPLEMENTAL INFORMATION:

The employment process will consist of the completion of an application, background check, reference checks, and interview.

Review of application materials will begin immediately and continue until position is filled.

Florida Memorial University is an Equal Employment Opportunity Employer.