

Position: Adjunct Instructor in Biology/Chemistry

Department: Biology or Physical Sciences, depending on qualifications

Position Summary:

As of August 2021, the School of Science and Math at North Greenville University is receiving applications for part-time instructors in biology or chemistry as needs arise. Candidates applying for this position must have completed 18 or more graduate hours in biology or chemistry (to teach biology courses or chemistry courses, respectively). The successful applicant must be willing to teach science lectures or lab sections, primarily introductory-level courses for science or non-science majors. Preference will be given to those with classroom teaching experience. Faculty are expected to integrate their personal faith and Christian worldview into course material. As this position is for traditional, in-person courses, instructors must be accessible to students in person at the Tigerville campus during scheduled class times and remotely otherwise. NGU instructors are expected to be orthodox Christians who have a strong personal faith, are role models in their behavior and ethics, are regularly reflecting upon how their faith influences their discipline, and are willing and able to mentor students in their own relationships with Jesus Christ.

Responsibilities:

- Teach lectures and/or labs as assigned.
- Participate in departmental conversations to the extent necessary to prepare classroom material at the appropriate level of rigor.
- Effectively utilize and monitor the learning management system online to share materials, maintain student records, post grades, and keep attendance.
- Meet all university deadlines for syllabi and grade submission.
- Actively work to incorporate safety planning and operations needed for all aspects of teaching assigned science lectures and/or labs.
- Ensure appropriate security and confidentiality in communication and record-keeping.



Qualifications:

- Graduate content hours (18 or greater) in either biology or chemistry depending on which content area will be assigned.
- Verifiable prior teaching experience at secondary or higher level preferred.
- Understand and comply with FERPA regulations.
- Orthodox Christian with active, strong personal faith, able to act as a role model to students in their own relationships with Jesus Christ and support NGU's mission statement and core values with character in keeping with a biblical model.

Working Relationships:

This is a part-time position on a semester-by-semester basis in the School of Science and Mathematics. Science and math faculty report to a Department Chair who reports to the Associate Dean of the School of Science and Mathematics (who may be the same person as Chair), who reports to the Dean of the College of Humanities and Sciences and the Provost.

Working Relationships and Schedule

Hours on campus are determined by the specific lecture and/or lab sections assigned by the chair of the department. All adjuncts are expected to be able to travel to campus for all assigned class sessions, and for occasional departmental and faculty meetings when necessary.

This job description in no way states or implies that these are the only duties to be performed by the employee. S/he will be required to follow any other instructions and to perform any other duties as requested by his or her supervisor.

As part of the application, each candidate must submit a cover letter, CV, transcripts, the contact information for two professional references, and one reference from a leader in his/her church. Review of candidates will continue until positions are filled.