

English as an Additional Language Adjunct Faculty- College of Humanities

Vincennes University Online

Adjunct – Humanities Online

Non-tenure track

Vincennes University Online is seeking applicants to fill the position of Humanities English as an Additional Language Adjunct Faculty online for Spring 2022.

This position is responsible for:

- Work under the direction of the Humanities Department Chair and Distance Education AVP
- Prepare and teach English as an Additional Language courses online with live (virtual) sessions using Zoom (day and night live sessions may be offered)
- Develop syllabi for the course and ensure course content meets accreditation requirements
- Provide timely and meaningful feedback to students on progress in the course
- Track online attendance
- Update student grades in the grade book regularly
- Learning and utilizing technology, including Blackboard online course management system

Minimum qualifications:

- Master's degree in English with concentration in Linguistics, Master's degree in TESOL/EFL or related field or 18 graduate hrs. in TESOL/EFL or related field OR graduate certificate in TESOL/EFL or related field.

Benefits:

- Not benefit eligible

How to Apply:

Interested applicants should submit a Vincennes University application, resume/cv, unofficial transcripts showing the highest degree earned, and full contact information for three professional references via email to jobs@vinu.edu. Hard copy application materials may be mailed to Human Resources, 1002 North First Street, Vincennes, IN 47591. Official transcripts will be required prior to employment. Interviews will be held concurrently with the advertising period. While we sincerely appreciate all applications, only those candidates selected for an interview will be contacted.

Vincennes University is an Equal Opportunity and Affirmative Action Employer.