

Adjunct Faculty: English (REF: ADJ-ENG)

Summary:

Queens University of Charlotte invites applications for one or more adjunct positions in the English department, teaching one or more of the following courses: Rhetoric and Composition; Rhetoric and Argument.

Experience, Knowledge, and Skills Required:

Candidates must have a master's degree in English/Composition/Rhetoric. A terminal degree in Composition/Rhetoric/English studies is preferred. Excellent oral and written communication skills and evidence of high-quality teaching effectiveness in undergraduate teaching are required. The successful candidate will also be able to speak to the significance of composition and rhetoric across disciplines.

Essential Duties and Responsibilities:

Primary teaching responsibilities will include undergraduate classes in the First-Year Writing Program. A successful candidate should have a passion for teaching, proven ability to work effectively with both traditional and adult students, and the ability to collaborate with colleagues across disciplines. The English Department offers both day and evening classes.

Application Process

Qualified candidates should submit via email to academicjobs@queens.edu the following

- (1) a letter of interest,
- (2) current resume or curriculum vitae,
- (3) contact information for 3 professional references

Be sure to include “**REF: ADJ-ENG**” and **YOUR NAME** in your email subject line. (*Example:* REF: ADJ-ENG, Robin Smith)

Queens values campus diversity and demonstrates this in campus initiatives; we particularly encourage members of historically under-represented groups to apply.

Only candidates who best match requirements of job will be contacted. The position will be removed from the website once an offer is extended and accepted, or when a sufficient candidate pool is identified. Due to limited staff resources, phone calls cannot be accepted or returned.

Physical Requirements of the Position (*with or without reasonable accommodation*)

- **Eye-Hand Coordination:** Requires hand-eye coordination and manual dexterity sufficient to operate a computer keyboard, laboratory equipment, copier, calculator and other office equipment.
- **Talking:** Especially where one must frequently convey detailed or important instructions or ideas accurately, loudly, or quickly.

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- **Repetitive Motion:** Movements frequently and regularly required using the wrists, hands, and/or fingers.
- **Average Hearing:** Able to hear average or normal conversations and receive ordinary information.
- **Average Visual Abilities:** Average, ordinary, visual acuity necessary including close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- **Physical Strength:** Will regularly be required to sit, use hands to finger, handle or feel objects, tools and controls reach with hands and arms. Must be able to stand, walk, stoop, kneel, or crouch. Must regularly lift and/or move up to 10 pounds, and occasionally lift and/or move up to 20 pounds.

Work Conditions

Work in office, classroom, and laboratory environments, involving contact with students, faculty, staff, parents, service providers and vendors. Work has deadlines, multiple interruptions, high volume, and may be stressful at times.

About Queens

Queens University of Charlotte is a private, co-ed, Presbyterian-affiliated comprehensive university with a commitment to both liberal arts and professional studies. Located in the heart of historic Charlotte, Queens serves approximately 2,200 undergraduate and graduate students through its College of Arts and Sciences, the McColl School of Business, the Andrew Blair College of Health, the Wayland H. Cato, Jr. School of Education, the James L. Knight School of Communication and the Hayworth School of Graduate and Continuing Studies. Additional information about Queens University of Charlotte may be found at <http://www.queens.edu>.

Queens University of Charlotte is an equal opportunity employer and is firmly committed to supporting and celebrating all forms of diversity. Queens does not discriminate on the basis of race, color, gender, sex (including pregnancy, child birth and conditions related to pregnancy or child birth), sexual orientation, gender identity or expression, religion, age, national origin, disability, political beliefs, veteran status, genetic information or any characteristic protected by law in the administration of its educational and admissions policies, scholarship and loan programs, athletic programs, employment and hiring policies, or other university-administered programs. Any applicant for employment who needs any reasonable accommodation under the Americans with Disabilities Act should contact the Director of Human Resources at 704-337-2297 or hr@queens.edu.