

Adjunct Faculty-Mathematics

Summary: Queens University of Charlotte invites applications for a part-time instructor of mathematics position for the fall 2021 and spring 2022 semesters. In your letter and/or teaching statement, please address your ability to teach to a variety of students: traditional aged as well as adult learners, math lovers and math-phobics.

Essential Duties and Responsibilities

Primary teaching responsibilities include undergraduate classes in the College of Arts and Sciences. A successful candidate should have a passion for teaching, ability to work with both traditional and adult students, and the ability to connect with students at all levels of proficiency. *This position is exempt from provisions of the Fair Labor Standards Act (FLSA) and is not eligible to earn overtime pay or compensatory time off for additional hours worked.*

Non-Essential Duties: Other duties may be assigned as needed to meet department, college, and university goals

Experience, Knowledge and Skills Required

- Candidates must have a Master's degree in mathematics and be able to teach a variety of mathematics courses at the introductory undergraduate level.
- Excellent oral communication skills
- Evidence of high-quality teaching effectiveness in undergraduate teaching.
- Expressed interest in engaging with a diverse student population

Application Process

Qualified candidates should submit the documentation below via email to hr@queens.edu in **(.pdf) format** (*not .docx, please*). Incomplete applications will not be considered.

1. A cover letter addressing how the candidate meets essential requirements
2. Current curriculum vitae or résumé
3. Contact information for three professional references

Be sure to include "**ADJ-MATH**" and **YOUR NAME** in your email Subject Line.
(**Example:** ADJ-MATH Shawn Mullin)

Review of applications will continue until position is filled; priority given to those submitted prior to **August 23, 2021**.

About Queens University of Charlotte

Located in the heart of the nation's second fastest growing metropolitan area, Queens University of Charlotte leverages the city's diverse and thriving environment as an extended classroom. Nationally recognized for undergraduate programs in international and interdisciplinary



education, Queens blends the best of liberal arts learning with professional preparation and community engagement. Focused on supporting success for diverse learners, faculty build close and collaborative relationships with students and help them build intentional and individualized roadmaps for flourishing at Queens and beyond. At the graduate program level, the University offers innovative educational experiences that help learners advance professionally and retool for new opportunities. Our environs afford faculty myriad opportunities to advance their own professional growth and teaching and research interests by collaborating with vibrant industry, non-profit, and community organization sectors.

Because of our history of innovation and our legacy of strong leadership, **Queens is positioned to be among the new forerunners of American higher education.** This is a defining moment for Queens. While other institutions are focused on sustaining and surviving, we are thinking much bigger. Institutions that understand what is needed and are willing to reimagine what is possible can position themselves to thrive and strengthen their market position after the pandemic with innovative approaches that are deeply connected to the world and its greatest challenges.

By 2030, **Queens aspires to become the leading, private, national university of Charlotte** with deep, meaningful, and reciprocal connections to the needs of our local community and economy; inventive and multidisciplinary academic programs that are connected to the world's most pressing challenges and biggest areas of opportunity; a fully connected, integrated, and innovative set of experiences that support holistic wellness and wellbeing; a culture of continuous improvement and investment that enables faculty and staff to flourish and achieve their full potential; and a comprehensive approach to diversity, equity, and inclusion that begins on campus and radiates throughout the community.

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 individual with a disability who needs any reasonable accommodation under the Americans with Disabilities Act to apply for a position or otherwise to participate in Queens' job search/selection process should contact the Director of Human Resources at 704.337.2222.

Physical Requirements (*with or without reasonable accommodation*)

- *Visual Abilities:* Read reports, create presentations, and use a computer system.
- *Hearing:* Hear well enough to communicate with co-workers, vendors, and students.
- *Dexterity, Grasping, Feeling:* Write, type, and use the telephone, copier, and computer systems.
- *Mobility:* Open files and operate office machines; move between departments and attend meetings across campus.
- *Talking:* Frequently convey detailed or important instructions and ideas accurately, loudly, or quickly.
- *Lifting, Pulling, Pushing:* Exert up to 25 pounds for force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
- *Cognitive/Emotional:* Ability to critically think and concentrate. Must be able to respond quickly to changes in conditions.

Work Conditions

- Work in classroom and virtual classroom 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.

This description is not intended to be an all-inclusive list of the duties and responsibilities of this positions, nor are they intended to be such a listing of the skills and abilities required to do the job. Rather, they are intended to describe the general nature of this position.