

Adjunct Faculty: Masters, Communication

SUMMARY: Queens University of Charlotte's Knight School of Communication is seeking qualified candidates to teach courses in our flex MA Communication program. We are specifically seeking instructors who will be capable of teaching hybrid courses in this program. Our hybrid courses require one on-ground weekly meeting (typically in the evenings from 6:00-8:45pm) along with the provision of weekly asynchronous content on our learning management system (i.e., Canvas). We are most interested in instructors who are qualified to teach 4-credit graduate level courses such as Communication Theory, Communication Ethics, and Strategic Digital Design. These courses will run throughout the fall and spring in 8-week sessions.

Preferred Qualifications

- Prior teaching experience in relevant areas with a successful record of performance
- PhD in Communication or related discipline
- Experience with teaching in multiple modalities including face-to-face and hybrid instruction
- Experience with learning management systems (e.g., Canvas).

Application Process

Qualified candidates should submit via email to HR@queens.edu all of the following in (.doc) or (.pdf) format.

- a cover letter addressing the position qualifications and experience
- current curriculum vitae
- contact information (name, email address, phone numbers) for three professional references

Be sure to include "**ADJ-MACOM**" and Your Name in your email Subject Line. (*Example: ADJ-MACOM Shawn Smith*).

Applications received by August 13, 2021, will receive first consideration. Queens will continue to accept applications until the position is filled.

About Queens

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.

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.

Physical Requirements (with or without reasonable accommodation)

- Visual Abilities: Read reports, create presentations, and use a computer system – 75-100% of the time.
- Hearing: Hear well enough to communicate with co-workers, vendors, and students – 75-100% of the time.
- Dexterity, Grasping, Feeling: Write, type, and use the telephone, copier, and computer systems – 75-100% of the time.
- Mobility: Open files and operate office machines; move between departments and attend meetings across campus – 75-100% of the time
- Talking: Frequently convey detailed or important instructions and ideas accurately, loudly, or quickly – 75-100% of the time.
- Lifting, Pulling, Pushing: Exert up to 20 pounds for force occasionally, and/or up to 15 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects – 50-74% of the time.
- Cognitive/Emotional: Ability to critically think and concentrate. Must be able to respond quickly to changes in conditions – 75-100% of the time.

Work Conditions

- Work is performed in classroom office, and virtual environments, involving contact with students, faculty, staff, parents, service providers and vendors.
- Work has deadlines, interruptions, and may be stressful at times.
- Work may involve teaching evening courses to accomplish objectives of the position.

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.

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.