

NOTICE OF VACANCY

DATE OF NOTICE: December 23, 2008

APPLICATION DEADLINE: March 6, 2009, or until filled.

POSITION: Adjunct Faculty Instructor, Department of Modern Languages

SALARY RANGE: \$4,800 for one 4-credit class
\$6,000 for one 5-credit class

DATE OF APPOINTMENT: August 17, 2009

RESPONSIBILITIES:

We seek to build a pool of qualified persons to teach courses as needed in elementary or intermediate level Spanish, German, or ESL (4 credits), or French (5 credits). The instructor is responsible for course preparation, instruction, assistance to students, evaluation/grading of student work, and keeping regular office hours. Courses may be on or off campus. Some appointments may require teaching at night. When applying, please indicate which language you are qualified to teach.

QUALIFICATIONS:

- Master's degree.
- Applicants whose first language is not English must demonstrate their ability to study in English by submitting a TOEFL score of 570 or equivalent.

OTHER CONSIDERATIONS:

- Preference given to candidates with demonstrated college teaching experience.
- Experience with computer-assisted teaching.
- Must demonstrate a strong commitment to teaching in the target language and share a commitment to create and maintain an environment that promotes cross-cultural understanding and appreciation for all members of the university community.

RELATED INFORMATION:

Additional information on Minnesota State University, Mankato can be found at: <http://www.mnsu.edu>.

*Employment for this position is covered by the collective bargaining agreement for the Inter Faculty Organization which can be found at: http://www.hr.mnscu.edu/contract_plans/ifo0709.pdf.

NOTICE: In accordance with the Minnesota State Colleges and Universities (MnSCU) Vehicle Fleet Safety Program, employees driving on college/university business, whether using a personal, rental, or state vehicle, shall be required to complete a Vehicle Use Agreement form and consent to a Motor Vehicle Records check annually.

TO APPLY:

Send letter of application including information on how you value and can contribute to the diversity of our campus, completed Application for Employment form (**see: <http://www.mnsu.edu/humanres/forms/unclassapp.pdf>**), curriculum vitae, unofficial transcripts, and the names and telephone numbers of three references to address below. An official or certified copy of transcript for the highest completed degree will be required prior to any interview as a finalist for this position.

Name: Dr. Jim Grabowska, Chair
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Minnesota State University, Mankato has a long-standing commitment to diversity and is actively seeking to nurture and enrich its underrepresented communities. Women, minorities, and individuals with disabilities are encouraged to apply.

In accordance with USCIS regulations, successful applicants must be legally able to accept work in the United States.

Requests for reasonable accommodation of a disability during the application and/or interview process should be made to the Office of Human Resources, 507-389-2015 (V), 800-627-3529 or 711 (MRS/TTY). This Vacancy Notice is available in alternative format upon request.

Minnesota State University, Mankato is an affirmative action/equal opportunity University and is a member of the Minnesota State Colleges and Universities System.

Revised 5/08