NOTICE OF VACANCY

OPENING DATE: February 5, 2020
POSITION: Graduate Assistant: World Languages and Cultures
APPLICATION DEADLINE: March 15, 2020
DATE OF APPOINTMENT: August 24, 2020
SALARY: 4 credit course/ $5,000 per semester 5 credit course/ $5,550 per semester, dependent upon availability of funds, period of appointment and assignment. Appointments made after the tenth day of classes are not eligible for tuition waiver.

RESPONSIBILITIES: Responsible for teaching one 4-credit section of elementary or intermediate Spanish, German or one elementary 5-credit section for French per semester during the academic year. Some appointments may require teaching at night or online. Teaching assistants are supervised by the department TA supervisor. Graduate teaching assistants are required to report for a week-long orientation and training workshop August 10-14, 2020.

REQUIRED QUALIFICATIONS:
- Bachelor’s Degree
- Admitted to Minnesota State University graduate program by start date.
- Enrolled in a minimum of six (6) credits per semester during assistantship, and in good academic standing.
- Applicants for Spanish, German, and French whose first language is not English must demonstrate their ability to study in English by submitting a TOEFL score of 570 or equivalent and a minimum oral proficiency of Advance Low (or equivalent) on the ACTFL Oral Proficiency Scale in the language to be taught.

PREFERRED QUALIFICATIONS:
- Demonstrated commitment to fostering a diverse working and learning environment.
- Current full-time graduate student status in Spanish or French or other graduate program.
- Teaching and travel experience and experience in the country where the language to be taught is spoken.
- Experience with computer-assisted teaching.

RELATED INFORMATION: Graduate Teaching Assistants are required to enroll in a methods course (WLC 560) in their first semester of teaching unless equivalent training in methodology elsewhere is approved by the department. Graduate teaching assistants with a summer appointment must be enrolled for at least one graduate credit. Applications for graduate teaching assistantships will be accepted throughout the fiscal year. The initial appointment(s) will be made from the applicants available at the February application deadline. If other vacancies occur during the year, all applications, including those in the original pool and those received after the initial application deadline, will be considered. Additional information about graduate assistantships at Minnesota State University, Mankato, and applications are available at http://grad.mnsu.edu/assistantships/ Additional information on Minnesota State University, Mankato can be found at www.mnsu.edu.

TO APPLY: Submit an electronic:
1. Resume 2. Cover letter 3. Graduate assistant application (available at http://grad.mnsu.edu/forms/grad-app-form.pdf) 4. Unofficial undergraduate transcript via email to adrianna.gordillo@mnsu.edu. Only electronic submissions will be reviewed, please do not send hard copies.

CONTACT
Adrianna Gordillo
World Languages and Cultures
Minnesota State University, Mankato
227 Armstrong Hall
Mankato, MN 56001
Phone: 507-389-2116
TTY: 800-627-3529 or 711
Email: adrianna.gordillo@mnsu.edu

NOTICE: In accordance with the Minnesota State Colleges & Universities (MnSCU) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle, shall be required to conform to MnSCU’s vehicle use criteria and consent to a Motor Vehicle Records check.

The Minnesota State University, Mankato Annual Security and Fire Safety Report is available for your review. This report is required by federal law and contains policy statements and crime statistics for the University. The policy statements address the school’s policies, procedures, and programs concerning safety and security. Three years’ worth of statistics are included for certain types of crimes that were reported to have occurred on-campus, or in other University affiliated locations. This report is available online at http://www.mnsu.edu/safety/ You may also request a paper copy from University Security at 507-389-2111 or by emailing security@mnsu.edu.

Minnesota State University, Mankato has a long-standing commitment to diversity and is actively seeking to nurture and enrich its underrepresented communities. Women, minorities, veterans, 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 an 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.