

English Language Communication (ELC) Program-  
Adjunct Faculty  
Stevens Institute of Technology

Direct Link: <https://www.AcademicKeys.com/r?job=237706>

Downloaded On: Oct. 5, 2024 12:02am

Posted Jun. 14, 2024, set to expire Oct. 14, 2024

**Job Title** English Language Communication (ELC) Program- Adjunct  
Faculty

**Department** English Language Communication Program

**Institution** Stevens Institute of Technology  
Hoboken, New Jersey

**Date Posted** Jun. 14, 2024

**Application Deadline** Open until filled

**Position Start Date** Available immediately

**Job Categories** Adjunct Professor

**Academic Field(s)** Linguistics  
English  
Communication

**Job Website** [https://stevens.wd5.myworkdayjobs.com/External/job/Hoboken-NJ---Main-Campus/English-Language-Communication--ELC--Program--Adjunct-Faculty\\_RQ28142](https://stevens.wd5.myworkdayjobs.com/External/job/Hoboken-NJ---Main-Campus/English-Language-Communication--ELC--Program--Adjunct-Faculty_RQ28142)

**Apply By Email**

**Job Description**

### Job Description

The English Language Communication Program at Stevens Institute of Technology is seeking adjunct faculty members to teach the following in-person courses under the supervision of the Director of the English Language Communication Program:

- ELC 071 - Language and Communication in Academic Contexts
- ELC 081 - Writing and Speaking for Academic Success I

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- ELC 091 - Writing and Speaking for Academic Success II

**Program Overview:** The English Language Communication program aims to enhance English language proficiency with a focus on academic writing, presentations, and pronunciation. For a detailed description of the courses, please visit [English Language Communications Courses](#) webpage.

**Qualifications:**

- Master's degree in Applied Linguistics, TESOL, or a related field with ELC certification.
- 2-5 years of teaching experience at the collegiate level.
- Ability to work with diverse groups of students
- Strong verbal and written communication skills

**Responsibilities:**

- Prepare and maintain an up-to-date and comprehensive course syllabus.
- Distribute a detailed course syllabus to students before the semester begins, clearly outlining course requirements, grading policies, assignments, exams, and required readings.
- Teach assigned classes, ensuring attendance and engagement in all sessions.
- Utilize advanced features of Canvas to design, implement, and manage engaging and interactive course materials.
- Employ various educational technologies and digital tools to enhance the learning experience, ensuring accessibility and alignment with modern pedagogical standards.
- Create multimedia resources, integrating third-party applications to facilitate collaborative and individualized learning environments.
- Evaluate student performance by grading assignments, exams, and other assessments, providing timely and constructive feedback.
- Schedule and hold regular office hours to support student needs and address any academic concerns.
- Participate in orientation sessions and attend all scheduled faculty meetings.
- Submit textbook orders on time to ensure material availability before classes start.
- Fulfill all assessment requirements as outlined by the institution.
- Adhere to institutional policies and procedures as outlined in the faculty handbook.

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**Application Requirements:**

- Cover letter
- Current CV
- Statement of teaching philosophy
- Names and contact information of three references

Applications will be reviewed on a rolling basis until all positions are filled.

**Department**

English Language Communication Program

**General Submission Guidelines:**

Please submit an online application to be considered a candidate for any job at Stevens. Please attach a cover letter and resume with each application. Other requirements for consideration may depend on the job.

**Academic Submission Guidelines:**

Please submit:

- Cover letter
- Curriculum vitae
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Research statement

- Teaching statement that includes a) teaching interests, b) teaching philosophy, and c) a plan on how to create an inclusive environment for students of all backgrounds in terms of classroom teaching, student advising, and graduate student mentoring
- Contact info for at least 2-3 references (school-specific; please refer to job posting)

**Still Have Questions?**

If you have any questions regarding your application, please contact [Jobs@Stevens.edu](mailto:Jobs@Stevens.edu).

**EEO Statement:**

Stevens Institute of Technology is an Equal Opportunity Employer. Accordingly, Stevens adheres to an employment policy that prohibits discriminatory practices or harassment against candidates or employees based on legally impermissible factor(s) including, but not necessarily limited to, race, color, religion, creed, sex, national origin, nationality, citizenship status, age, ancestry, marital or domestic partnership or civil union status, familial status, affectional or sexual orientation, gender identity or expression, atypical cellular or blood trait, genetic information, pregnancy or pregnancy-related medical conditions, disability, or any protected military or veteran status.

Stevens is building a diverse faculty, staff, and student body and strongly encourages applications from people of all backgrounds. Stevens is a federal contractor under the Vietnam Era Veterans' Readjustment Assistance Act (VEVRAA) and the Rehabilitation Act of 1973, as well as other federal statutes.

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**NSF ADVANCE Institution** Stevens values diversity and seeks candidates who will contribute to a welcoming and inclusive environment for students, faculty, and staff of all backgrounds. We are an NSF ADVANCE institution committed to equitable practices and policies and strongly encourage applications from women, racial and ethnic minority candidates, veterans, and individuals with disabilities.

**Jeanne Clery Disclosure:**

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), the Department of Public Safety is required to publish an annual security report which includes statistics mandated by the Clery Act. Click [here](#) for a copy of this report.

**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**