

Associate Chair
University of Idaho

Direct Link: <http://www.AcademicKeys.com/r?job=96761>

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Job Title	Associate Chair
Department	English
Institution	University of Idaho Moscow, Idaho
Date Posted	Sep. 11, 2017
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Department Head/Head/Chair
Academic Field(s)	English
Apply Online Here	http://apptrkr.com/1081830

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Job Description

University of Idaho

Associate Chair

Location: Moscow

Division/College: College of Letters, Arts & Social Sciences

Employee Category: Faculty

Pay Range: \$5000.00 or course release

Full/Part Time: Part Time

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Position Summary:

The associate chair will take the lead in scheduling (and budgeting) approximately 190 course sections per semester, including monitoring under-enrolled sections and helping to accommodate wait-listed students. The associate chair will also chair the department's assessment committee and will be the point person for assessment processes within the department. She or he will also assist and advise the department chair in personnel management, curriculum development, fundraising, and strategic planning.

Minimum Qualifications:

To be eligible, applicants must be a current faculty member in the department, holding either a Ph.D. in English or a related field or an M.F.A. in creative writing.

Preferred Qualifications:

Experience in academic program and department-level administration.

Physical Requirements & Working Conditions:

Posting Number: F000216P

Posting Date: 05/12/2015

Closing Date:

Open Until Filled: Yes

Special Instructions:

The department will begin reviewing applications on May 26th, 2015.

Background Check: Applicants who are selected as final possible candidates may be required to pass a criminal background check.

To apply, please visit: [\[url=http://apptrkr.com/1081830\]](http://apptrkr.com/1081830)jobs.uidaho.edu



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EEO Statement

University of Idaho is an Equal Opportunity/Affirmative Action/Veterans/Disability Employer.

Contact Information

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

Contact

English
University of Idaho

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