

POOL - Lecturer  
University of Kansas

Direct Link: <https://www.AcademicKeys.com/r?job=230993>

Downloaded On: May. 9, 2024 5:50am

Posted Feb. 19, 2024, set to expire May 11, 2024

**Job Title** POOL - Lecturer

**Department** Spanish & Portuguese

**Institution** University of Kansas  
Lawrence, Kansas

**Date Posted** Feb. 19, 2024

**Application Deadline** Open until filled

**Position** Available immediately

**Start Date**

**Job Categories** Lecturer/Instructor

**Academic Field(s)** Foreign Languages/Literatures

**Job Website** <https://sjobs.brassring.com/TGnewUI/Search/home/HomeWithPreLoad?PageType=JobDetails&>

**Apply By Email**

**Job Description**

POOL - Lecturer  
Spanish & Portuguese

Position Overview

The Department of Spanish and Portuguese seeks individuals qualified to teach part- to full-time classes in Spanish and individuals qualified to teach part- to full-time classes in Portuguese. The

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lecturer pool is renewed every year. The Department of Spanish and Portuguese accepts applications at any time, but normally makes appointments for Fall semesters in May and June and for Spring semesters in November and December. Increases in enrollment, resignations, and emergencies may create openings that are filled just before classes begin (August and January). All appointments are contingent upon staffing needs. The successful applicant must have appropriate authorization to work in the U.S. before employment begins.

### Job Description

100% Teach two to four 3-hour or 5-hour courses at the 100-, 200-, 300-, or 400- levels.

- \* Prepare for and attend all class meetings. In case of absence, the lecturer must make arrangements for a substitute to teach class. Classes should not be canceled.
- \* Develop assignments, administer tests, evaluate student work, provide feedback to students, and assign grades.
- \* Hold regular office hours for students involved in classes taught. A minimum of three posted office hours each week is required. These office hours should be divided over at least two and preferably three different days. The lecturer should be available for reasonable appointments if a student cannot meet during scheduled office hours.
- \* Adhere to departmental, college and university policies.
- \* Lecturers hired to teach Spanish 100- or 200- levels must complete SPAN 801.

### Required Qualifications

Evaluation of the following requirements will be made through (1) descriptions of work experience and educational experiences in letter of application, (2) record of accomplishments and productivity addressed in resume, and (3) information provided from professional references:

#### To teach Spanish:

- \* M.A. in Spanish or related arts or humanities discipline OR two (2) or more years of distinguished teaching experience at the post-secondary level. \* Distinguished is defined as a lengthy and notable or prominent record of mastery in teaching at an accredited institution, as defined by peer evaluation, course evaluation, and/or letters of recommendation.
- \* Near native or native command of Spanish.

#### To teach Portuguese:

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\* M.A. in Portuguese or related arts or humanities discipline OR two (2) or more years of distinguished teaching experience at the post-secondary level. \* Distinguished is defined as a lengthy and notable or prominent record of mastery in teaching at an accredited institution, as defined by peer evaluation, course evaluation, and/or letters of recommendation.

\* Near native or native command of Portuguese.

Preferred Qualifications

To teach Spanish:

For those hired to teach 100- or 200-level course(s):

- \* Previous experience teaching the course(s) of interest,
- \* Demonstrated excellence in teaching as evidenced in evaluations or letters of recommendation.

For those hired to teach 300-level or 400-level courses:

- \* Ph.D. or A.B.D.,
- \* Previous experience teaching the course(s) of interest.
- \* Demonstrated excellence in teaching as evidenced in evaluations or letters of recommendation.

To teach Portuguese:

For those hired to teach 100- or 200-level course(s):

- \* Previous experience teaching the course(s) of interest,
- \* Demonstrated excellence in teaching as evidenced in evaluations or letters of recommendation.

For those hired to teach 300- to 400-level courses:

- \* Ph.D. or A.B.D.
- \* Previous experience teaching the course(s) of interest.
- \* Demonstrated excellence in teaching as evidenced in evaluations or letters of recommendation.

Contact Information to Applicants

Rhonda Cook; [rcook@ku.edu](mailto:rcook@ku.edu)

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**Additional Candidate Instruction**

A complete electronic application will include a detailed curriculum vitae, a cover letter expressing interests and qualifications, and the names and contact information for three references. Please provide teaching evaluations if available. Additional information may be required of candidates.

**Contact Information**

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

**Contact**

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