

Job # P 5069



Faculty / Academic Professional ANNOUNCEMENT OF VACANCY

POLYTECHNIC CAMPUS TEMPE CAMPUS WEST CAMPUS DOWNTOWN CAMPUS

COLLEGE School of Letter and Sciences

DEPARTMENT Technical Communication

DEPT CODE M0507002

TITLE Faculty Associate

POS #(s) per AR 152728

CATEGORY Faculty Academic Professional Administrative Assignment Tenure/ Cont. Track Not on Track

.25% FTE Semester appt. Academic appt. Fiscal appt.

ESSENTIAL FUNCTIONS: Teaching undergraduate courses in Technical Communication and other related disciplines. Preparation of and grading class materials and keeping office hours to assist students.

QUALIFICATIONS:

REQUIRED: Masters degree and teaching experience in an appropriate discipline. Experience and evidence of ability to teach specialized courses.

DESIRED: Ph.D. in appropriate discipline.

APPLICATION DEADLINE: July 15, 2009, if not filled, the first business day of each week thereafter until search closed.

APPLICATION PROCEDURE: Specify which course(s) you wish to be considered for. After initial screening you may also be asked for official transcripts of your college work and three letters of recommendation. Send letter of interest, vita or resume and three references to Arizona State University, Polytechnic Campus, Attn: Barry Maid, Faculty Director of Technical Writing, 7291 E. Sonoran Arroyo Mall, Santa Catalina Hall, Room 233, Mesa, AZ 85212, or email Barry Maid at barry.maid@asu.edu.

GENERAL INFORMATION: Please note that this is neither an offer of employment nor a guarantee of any employment in the future. Part-time positions are not benefits eligible. This pool recruitment is for ASU Polytechnic campus. This Pool Recruitment is for Fall 2009, Spring 2010 and Summer 2010. ASU conducts pre-employment screening for all positions which includes a criminal background check, verification of work history, academic credentials, licenses, and certifications.

Arizona State University
An Equal Opportunity/Affirmative Action Employer

Contact info to include with vacancy listing on the HR/Jobs Website:
Name: Barry Maid Phone: 727-1190 ; OR Dept Phone: ; OR
Website address:

DEPARTMENT CONTACT INFORMATION (The following lines will be omitted when posting.)

Contact Name: Bonnie Rigmalden Phone #: 727-1532 Mail Code: 180

After EO/AA Approval, please mail back to me at the mail code above OR I will send someone to pick up the AV.