



Job Title: Part-Time Professor, African American History

Reports To: Division Chair, Social & Behavioral Sciences

Department: Division of Social & Behavioral Sciences (SABS)

Classification: Adjunct Position

POSITION OVERVIEW

The Adjunct Professor of African American History will teach one or four courses five days per week for LeMoyne-Owen college, the Middle College High School, and Soulsville High School dual enrollment programs, generally at the undergraduate level.

DUTIES AND RESPONSIBILITIES

- Teach a section or sections of African American History courses
- Comply with all requirements related to teaching and assessment at LeMoyne-Owen College
- Provide a syllabus and course outline
- Record daily class attendance
- Timely submission of midterm and final grades
- Timely submission of student work for assessment
- Adequate follow up with students regarding their progress throughout the semester
- Coordinate with Full Time Faculty of Major Program of Study

MINIMUM QUALIFICATIONS

- Master's degree in teaching discipline or a master's degree in another discipline with 18 hours of graduate work in the teaching discipline
- Preferred degree in higher education teaching African American History, African American Politics, Black Studies, Cultural Studies, History, Race/Ethnicity, or a related field is strongly desired.

KNOWLEDGE, SKILLS & ABILITIES

- Excellent communication skills
- Excellent knowledge of the subject
- Knowledgeable and confident on operating electronic devices
- Ability to work effectively with college faculty members

- Ability to use electronic resources in developing course materials, reports, and student tracking
- Ability to work effectively with different constituencies
- Understanding of the goals and practices of active, experiential community-based education

WORKING CONDITIONS/PHYSICAL DEMANDS

Work is normally performed in a typical interior/office environment, which requires business professional attire. While performing the above job duties, the employee may be required to sit or stand for long periods of time. The employee, frequently, is required to walk, stand, reach and lift (20) pounds. The employee is required to travel within the area.

Qualified applicants should submit the following information in one (1) pdf document via email to: jobs@loc.edu. Please put the job title in the subject line.

- Cover Letter
- Resume
- Statement of Teaching Philosophy
- Unofficial Transcript of highest educational level completed
- 3 references including contact information

Incomplete applications will not be considered. The final candidate who is extended an offer must successfully complete reference and background checks.

LeMoyne-Owen College is an AA/EEO employer and does not discriminate against students, employees, or applicants for admission or employment on the basis of race, color, religion, creed, national origin, sex, sexual orientation, gender identity/expression, disability, age, status as a protected veteran, genetic information, or any other legally protected class with respect to all employment, programs and activities.

No Phone Calls Please