



Vincennes University Jasper Adjunct Faculty- College of Humanities (Immediate)

Adjunct – Spanish

Non-tenure track

Vincennes University Jasper is seeking applicants to fill the position of part-time, (on campus, face-to-face) Philosophy Adjunct Faculty for Fall 2021.

This position is responsible for:

- Work under the direction of the Humanities Department Chair
- Prepare and teach undergraduate, face-to-face courses Spanish 101 and Spanish 103 (may be an evening course)
- Develop syllabi for course and ensure course content meets accreditation requirements
- Provide timely and meaningful feedback to students on progress in course
- Take attendance at the beginning of each class
- Update student grades in the gradebook on a regular basis
- Learning and utilizing technology, including Blackboard online course management system

Minimum qualifications:

Master's in Spanish OR a minimum of 18 graduate hours toward a Master's degree in Spanish

Benefits:

- Not benefit eligible

How to Apply:

Interested applicants should submit a Vincennes University application, resume/cv, unofficial transcripts showing the highest degree earned, and full contact information for three professional references via email to jobs@vinu.edu. Hard copy application materials may be mailed to Human Resources, 1002 North First Street, Vincennes, IN 47591. Official transcripts will be required prior to employment. **Applicants should indicate specifically which courses they are interested in teaching.**

Interviews will be held concurrently with the advertising period. While we sincerely appreciate all applications, only those candidates selected for an interview will be contacted.

Vincennes University is an Equal Opportunity and Affirmative Action Employer