



Position: Instructor of Mathematics

Department: Mathematics and Computer Science

The Department of Mathematics and Computer Science at North Greenville University is receiving applications for a full-time faculty position beginning August 2021. Candidates applying for this position must hold at least a Master's degree in Mathematics. The successful applicant must be willing to teach primarily transitional and general education mathematics courses and occasional upper-level mathematics courses, as the department's needs vary. Preference will be given to those with an uncompromising commitment and passion for providing quality learning opportunities that assist all students in meeting their educational aspirations and to those with experience teaching developmental and general education math courses at the undergraduate level. Experience in overseeing a mathematics tutoring lab is a plus. Faculty are expected to hold weekly office hours to support students academically and spiritually, serve as an academic advisor to assigned undergraduate students, and participate in all faculty duties. We particularly invite candidates who will enhance the racial, ethnic, gender, or cultural diversity of our university. Review of applications will begin immediately and continue until the position is filled.

North Greenville University is a teaching university affiliated with the South Carolina Baptist Convention. Members of the NGU faculty are orthodox Christians who have a strong personal faith in Jesus Christ, are role models in their piety and ethics, maintain active membership in an evangelical congregation, and mentor students academically and spiritually. They are Christian scholars who reflect upon their discipline from the perspective of a biblical worldview and are expected to teach in



accordance with, and not contrary to the university's Statement on Human Flourishing. All employees of NGU are required to abstain from illegal drugs and beverage alcohol.

Responsibilities:

- Teach primarily transitional and general education math classes, but also upper-level classes as assigned.
- Supervise the student-coordinators and tutors for the university's Math tutoring lab.
- Hold weekly office hours to support students academically and spiritually.
- Serve as an academic advisor to assigned students.
- Participate in departmental-, college-, and university-level meetings.
- Participate in departmental-level course, curriculum, and program development.
- Ensure the security of assessment tools and confidential documentation.
- Effectively utilize and monitor the learning management systems.
- Appropriately maintain student records, grades, and attendance to ensure accuracy.
- Meet all university deadlines for syllabi and grade submission.
- Serve on academic committees as assigned.

Qualifications:

- A Master's Degree in Mathematics from an accredited institution is required.
- Preference will be given to those with an uncompromising commitment and passion for providing quality learning opportunities that assist all students in meeting their educational aspirations.



- Preference will be given to applicants with verifiable experience teaching developmental and general education math courses at the undergraduate level.
- Understand and comply with FERPA regulations.
- Must support NGU's mission statement and core values, commitment to a Christian lifestyle, and character in keeping with a biblical model.

Physical Requirements:

- Mobility: Able to move between buildings and attend classes, meetings, and functions across campus.
- Speaking: Frequently convey detailed or important instructions and ideas accurately, professionally, and with a contextually appropriate tone and volume.
- Cognitive/Emotional: Ability to critically think and express emotions and thoughts in an honest, collegial, constructive, and prudent manner.

Travel:

All faculty are expected to travel to campus for all class sessions and occasional departmental and faculty meetings.

Working Relationships and Schedule:

This is a full time, nine-month teaching position in the Mathematics and Computer Science Department. Mathematics faculty first report to the department chair, who reports to the Associate Dean of the School of Science and Math, who reports to the Dean of the College of Humanities and Sciences and the Provost.



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As part of the application, candidates must submit a cover letter, CV, and transcripts, and the contact information for two professional references, and one reference from a leader in your church. Review of candidates will commence immediately and continue until the position is filled.