



Position: Adjunct Instructor of English

Department: English

Position Summary:

The Department of English at North Greenville University is receiving applications for an adjunct faculty position teaching a dual enrollment course(s) at a local high school beginning August 2021. Candidates applying for this position must hold a Masters degree in English. The successful applicant must be able to teach freshman composition courses. Preference will be given to those with undergraduate classroom teaching experience. Faculty are expected to integrate their personal faith and Christian worldview into course material. NGU instructors are expected to be orthodox Christians who have a strong personal faith, are role models in their piety and ethics, are regularly reflecting upon how their faith influences their discipline, and are willing and able to mentor students in their own relationship with Jesus Christ.

Qualifications:

- An earned Masters in English from an accredited institution.
- Verifiable prior teaching experience preferred.
- 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.

Responsibilities:

- Teach general education dual enrollment courses as assigned.
- 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.



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 be able to travel to school to which they are assigned for all instruction and instruction-related responsibilities.

Working Relationships and Schedules:

English faculty report to the English Chair, the Associate Dean of the School of Humanities and Social Sciences, the Dean of the School of Humanities and Sciences, and the Provost.

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 continue until positions are filled.