POSITION: Part-time Lecturer in General Education

AVAILABLE: Position

DATE OF APPOINTMENT: Fall Quarter, 2016 Appointment begins September 19, 2016. Fall quarter only with the possibility of renewal. (Position availability subject to budgetary considerations)

QUALIFICATIONS: M.A. or higher. Salary is dependent on education and experience.

ASSIGNMENTS: The Department: The General Education freshman program at CSUEB is built on a learning community model. Freshman cohorts of 60-90 students work with five to eight faculty in yearlong study of an integrating theme. The learning community courses are a thematically linked cluster of discipline-specific courses (in Sciences, or in Humanities, or in Social Sciences) and basic subject courses including all levels of composition (remedial and baccalaureate), oral communication, information literacy, and General Studies. Blackboard, iClicker, a common textbook, and freshman common reading assignment are used in every course.

General Studies 1011 (fall), 1012 (winter), 1013 (spring) bridge the discipline and basic subject courses and fulfill three basic goals: 1) providing academic support and enhancement for the linked discipline and basic subject courses; 2) assisting students in developing academic, behavioral, technological and study skills essential to academic success; and 3) giving students a thorough introduction to the University's resources and services. All freshmen take the General Studies class. Three sections of GS are linked to each learning community. Class size is approximately 30 students. Classes meet two hours each week for the quarter.

Duties of Position: GS Instructors 1) collect syllabi from each linked learning community course to prepare students for academic work in linked courses; 2) teach academic success skills such as academic integrity, time management, and successful studying in groups; 3) teach, design, and share exercises and activities supporting students acquisition of academic success skills; 4) administer mandatory University approved assessment tools in the fall, winter, and spring; 5) conduct or arrange for in-class academic advising; 6) communicate about and make certain that students sign up for major exploration workshops and service learning projects; 7) on a volunteer basis, conduct classroom observations and provide feedback to graduate teaching associates; 8) on a volunteer basis, work with a peer mentor in the classroom. Faculty who work with a peer mentor are eligible for a $300 stipend per quarter;
9) attend Freshmen Convocation; 10) Follow department and University policies. Successful applicants will be considered and compensated, if qualified, for training, additional work responsibilities including but not limited to: GS curriculum development, freshman social activities and events, and other initiatives. Required of all successful applicants: Fall preparatory workshop, 9 to 5, tentatively scheduled for September 19, (tentative date subject to funding). 2) Regular attendance at three (3) faculty meetings each quarter in person, by phone, or through Skype; 3) compliance with the university’s office hour policy. New applicants will also be required to attend 4 Preparatory workshops tentatively scheduled for September 8, 12, 14 and 20.

APPLICATION: Application review begins March 31st, 2016. Positions open until filled. New applicants submit 1) unofficial undergraduate and graduate transcripts; 2) letter of application to include a) how your experience and qualifications prepare you to teach a freshmen success course and work with a diverse population of 18 and 19 year old students, b) how this position meets your short and long term academic and career goals; 3) complete current resume (vita), and 4) 3 letters of recommendation electronically to:

Nancy Thompson, Chair of General Education – Nancy.Thompson@csueastbay.edu
And Vicki Cosgrove, Office Manager - Vicki.Cosgrove@csueastbay.edu

Current GS instructors who wish to be considered for re-hire must submit 1) a letter of application to include an overview of the specific ways you have supported the General Studies program during the previous year and your plan to support the program for the 2016-17 academic year. Include a description of ways in which you supported learning in your linked learning community. 2) Complete current resume (vita).

NOTE: California State University, East Bay hires only individuals lawfully authorized to work in the United States. All offers of employment are contingent upon presentation of documents demonstrating the appointee's identity and eligibility to work, in accordance with the provisions of the Immigration Reform and Control Act. If you are considered as a finalist for the position, you may be subject to a background check.

As an Equal Opportunity Employer, CSUEB does not discriminate on the basis of any protected categories: age, ancestry, citizenship, color, disability, gender, immigration status, marital status, national origin, race, religion, sexual orientation, or veteran’s status. The University is committed to the principles of diversity in employment and to creating a stimulating learning environment for its diverse student body.