

IFO Notice of Vacancy Request

(* Denotes a required field)

CONTACT INFO OF PERSON COMPLETING FORM

Name* Department*
Phone* Email*

* By Checking This Box You Are Stating The Appropriate Approvals Have Been Obtained For This Position.

POSITION INFORMATION

PRF Number* Position Title*
Department*
Opening Date* Application Deadline* Date of Appointment*
Select Status*
Probationary Fixed Term Externally Funded

RESPONSIBILITIES

This section should be a brief summary describing the positions main responsibilities and duties (note: please include examples of responsibilities and duties, primary teaching assignments, courses they will teach, etc.). The search committees, with dean approval, will create this section.

General (Required and will appear on all postings)

A typical faculty workload responsibility may include up to twenty four (24) credits of instruction per academic year.

The successful candidate may need to teach in other areas as assigned and qualified.

May be expected to develop and deliver face-to-face, hybrid, and on-line instruction at the Mankato campus, online, and/or at the university's additional locations, as assigned.

The successful candidate will collaborate with colleagues in curriculum design, instruction and evaluation, conduct research productively and mentor students in research, help create innovative strategies for student recruitment, retention, and completion, and may be expected to develop external grant funding opportunities.

All faculty members are expected to engage in scholarly or creative activity or research, in continuing preparation and study, in contributing to student growth and development, and in providing service to the university and community (see Article 22 and Appendix G of the [IFO Master Agreement](#)).

Additional

This position will advise undergraduate majors.

This position will supervise/advise graduate students.

The successful candidate will be responsible for teaching **undergraduate** courses in

The successful candidate will be responsible for teaching **graduate** courses in

PREFERRED QUALIFICATIONS:

This section is to bullet/outline the "other" or "preferred" qualifications. As search committees review applicants, once they have determined who met the minimum requirements, this section is then used to determine which candidates in the pool become finalists. The initial review of an individual's on-line application materials should be able to measure either the actual requirement or the candidates "ability" with that respective qualification. It may require the search committee to conduct pre-screen phone interviews to narrow the pool and determine finalists to bring in for interviews.

Common considerations include, but are not limited to: (Check all that apply)

General (Required and will appear on all postings)

Demonstrated commitment to fostering a diverse working and learning environment.

Demonstrated effective written, oral communication and/or presentation skills.

Unique Qualifications (This should be used with discretion.)

Teaching/Advising

Demonstrated preparation to teach, advise, and support a wide variety of students.

Demonstrated training and experience appropriate to teach applied courses at the doctoral level.

Demonstrated training and experience appropriate to teach applied courses at the graduate level.

Two years of college/university teaching experience in:
(graduate teaching assistant experience acceptable)

Demonstrated excellence in teaching college or university-level classes.

Demonstrated ability to teach the courses listed below, along with additional courses depending on the department's needs.

University teaching experience in a large enrollment general education course.

Demonstrated ability to teach courses/seminars within the program curriculum, both on campus and at additional locations.

Demonstrated ability to incorporate global topics into courses.

Technology

Demonstrated ability to teach using technology in the classroom and/or online course delivery.

Demonstrated ability to use technology, develop, and deliver hybrid and online courses.

Demonstrated ability to incorporate technology into courses.

Student Growth

- Record of successful contributions to student growth and development.
- Commitment to active learning and to developing innovative ways to support learning.
- Experience with advising and mentoring students.
- Experience with advising and mentoring graduate and undergraduate students.
- Demonstrated ability to incorporate experiential learning into coursework.
- Interest in leading study abroad/away opportunities.
- Experience supervising students in field placements.
- Demonstrated commitment to active, applied learning to develop programs in ways that contribute to student growth and learning.

Department/Collaboration

- Record of successful workplace collaboration or other departmental, college, or university service.
- Demonstrated ability to work with faculty and staff in a collegial and cooperative manner.
- Demonstrated commitment to department activities and university service such as curriculum committee and other matters.
- Demonstrated ability to contribute to the development of a lively and multifaceted creative writing program.
- Demonstrated willingness to work individually and collaboratively as a member of a team.
- Record of coordinating course content with other disciplines and colleges.
- Demonstrated willingness to participate in accreditation, program review, and/or assessment processes.
- Demonstrated ability to develop and/or support international programs and partnerships with universities and other educational organizations.
- Demonstrated ability to develop partnerships with business, education and/or community organizations.

Professional Development

- Demonstrated commitment to continued professional development.
- Demonstrated service to the discipline at local, state, or national levels.
- Demonstrated commitment to professional service.

Research Interest

- Creative or scholarly interests that will advance the mission and goals of the department at Minnesota State University, Mankato.
- Research, creative and/or scholarship interests that are compatible with Minnesota State Mankato.
- Demonstrate potential for research, creativity or scholarly activity.

Demonstrated ability to initiate and sustain an active research agenda.

Demonstrated success or strong potential for productivity in research, grant writing, creative activity and scholarship.

Have or potential to involve undergraduate and/or graduate students in research or creative activity.

Publications

Refereed or peer reviewed publications.

Book publication in

Evidence of scholarly activity, including publications and/or professional presentations.

Strong publication record for level of career.

Certifications

Currently hold or have potential to obtain certification and instructor certification in First Aid and CPR.

Currently hold or have potential to obtain board licensure in

Currently hold or have potential to become certified in

Other

Experience in

Two (2) years post-MSW direct clinical practice experience.

Documented direct clinical practice experience within the past _____ years.

Potential to secure external grant funding.

Post-doctoral experience.

RELATED INFORMATION

University Demographics

Minnesota State University, Mankato is a member of the Minnesota State system. Minnesota State has established a strategic vision, Equity 2030, which aims to close the educational equity gaps across race and ethnicity, socioeconomic status, ability, and geographic location by the end of the decade at every Minnesota State college and university and to provide an opportunity for all Minnesotans to create a better future for themselves, for their families, and for their communities. The focus of the work includes:

- Enhancing access and student success.
- Providing Minnesota with the talent it needs.
- Anchoring the communities and regions we serve.

Equity 2030 seeks to bridge efforts occurring within divisions and institutions, creating an intentional statewide culture of equity-minded collaboration and resulting in equitable practice embedded throughout our institutions. The full Equity 2030 plan is linked here. <https://www.minnstate.edu/Equity2030/index.html>

Minnesota State University, Mankato has identified five broad themes as our basis for discussion in developing our next comprehensive strategic plan. The themes are Serving Students and Managing Enrollment, Focusing our Resources, Offering an Exceptional Student Experience, Caring for Health and Well-Being, and Ensuring a Welcoming, Equitable, and Inclusive University. We seek to attract

teacher-scholars who will be culturally and academically diverse faculty members, and staff with a demonstrated commitment to creating an inclusive learning and working environment. Minnesota State University, Mankato, is student-centered and focuses on applied research that expands knowledge; improves learning; and serves the region, state, and nation.

Founded as a Normal School in 1868, Minnesota State University, Mankato is now the second largest university in Minnesota with a tradition of combining big-ideas with real-world thinking to find solutions for pressing problems in the state, region, and global society. Mankato, Minnesota, is a community of nearly 44,500 people, about 85 miles southwest of the twin cities of Minneapolis and St. Paul. The University acknowledges the land and the tribal nations upon this land whose work is being accomplished. We acknowledge that we are on Dakota land. We also take the opportunity to recognize that we live, work, and learn in the homeland of the Dakota people, whose language frames our name—Minnesota State University, Mankato.

Serving approximately 14,000 students annually, the University is an applied research institution, with more than 200 academic programs, from bachelor's through doctoral degrees. The University is a diverse and global campus with 18% students of color and 1,175 + international students from 95 countries, cutting-edge information technology solutions and extensive partnerships. With 1,600 faculty and staff, including 700 teaching faculty. The University has additional locations and a growing number of on-line programs to accelerate educational access and opportunity. These locations include partnerships in northern Minnesota's the iron range region. Fast facts about the university can be found here: <https://mankato.mnsu.edu/about-the-university/fast-facts/>

College & Department Specific Information (Should be standard and should be developed by each department.)

APPLICATION ATTACHMENTS

This section outlines the specific attachments required as part of the candidate's on-line application. As a university through the meet & confer process, the decision was made in 2009 that the minimum required materials/information must include the items listed below.

Required (Will appear on all postings)

Cover Letter

Resume/Curriculum Vitae

Contact information for three(3) references

Unofficial Transcript(s) of candidate's relevant graduate degree(s)

A brief (no more than one-page) diversity statement (see application procedures for additional information).

Optional

A one (1) page statement of your teaching philosophy

A one (1) page statement of your research/scholarly interests

Evidence of certifications required for the position

Employment for this position is covered by the collective bargaining agreement for the Inter Faculty Organization which can be found at www.mnsu.edu/hr/bargaining.html

NOTICE: In accordance with the Minnesota State Colleges & Universities (Minnesota State) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle, shall be required to conform to the Minnesota State vehicle use criteria and consent to a motor vehicle records check.

CONTACT/CLOSING

This section provides the search committee or chair contact information, including but not limited to the below, along with standard language that immediately follows thereafter.

Search Committee Chair/Contact Name/Title*

Department*

Address*

City, State, Zip*

Phone

TTY*

Email Address*