

OPENING DATE: February, 10, 2023

POSITION: Adjunct Faculty – First Year Writing

APPLICATION DEADLINE: March 15, 2023

DATE OF APPOINTMENT: May 15, 2023 – July 21, 2023 and/or Aug. 21, 2023 – Dec. 8, 2023

SALARY: \$6,580.00 for teaching one 4 credit section of ENG100 or ENG101

RESPONSIBILITIES: Adjuncts teach one (1) four-credit section of Academic Reading and Writing (ENG 100) or Foundations of Writing and Rhetoric (ENG 101). This appointment is contingent upon receipt of an official transcript (if not already on file in HR), sufficient enrollment, and available budget to meet the University's obligations

REQUIRED QUALIFICATIONS:

- Master's Degree in English or related field with at least 18 credits of graduate credit focused on teaching writing.
- Strong English language speaking and writing skills.
- Demonstrated ability in academic writing.
- Ability to work harmoniously with undergraduate students, faculty, and Teaching Assistants.
- Demonstrated commitment to fostering a diverse working and learning environment.
- Strong interest in teaching composition to a variety of undergraduate student populations.

PREFERRED QUALIFICATIONS:

- Record of successful contributions to student growth and development
- Record of successful workplace collaboration or other departmental, college, or university service
- Demonstrated commitment to anti-racist practices

RELATED INFORMATION: The terms and conditions of your employment are governed by the collective bargaining agreement between the State of Minnesota and the Minnesota State Employees Inter-Faculty Organization (IFO) Union. Depending on the number of credits you teach, you may/not be a part of the IFO bargaining unit. For your reference, please review the agreement at <https://admin.mnsu.edu/human-resources/our-benefits/bargaining-units-and-personnel-plans/>, or contact the campus IFO Faculty Association. In addition, acceptance of this offer is an agreement that you will abide by the policies and procedures set forth by Minnesota State University, Mankato, the Minnesota State Colleges and Universities System, and the State of Minnesota. Please note that this position may not be eligible for insurance benefits. However, you may be eligible for tuition waiver, depending on the number of courses/credits you teach. You may refer to the IFO Master Agreement and the Human Resources website for more details. In addition, the Patient Protection and Affordable Care Act (PPACA), requires Minnesota State University, Mankato to provide you notice of the health insurance coverage options available through a Health Insurance Marketplace. If you receive the full employer contribution toward insurance through your state employment, it is unlikely that you (or your tax dependents) will qualify for a tax credit or MinnesotaCare. If you receive only a partial employer contribution towards insurance, it is possible that you (or a tax dependent) may qualify for a tax credit or a subsidy through a Marketplace. Please see the complete notice regarding "MNSure and Other Public Marketplaces" at www.mnsu.edu/hr/mnsure for information.

If you are a new employee to Minnesota State University, Mankato, shortly after the commencement of your appointment, you will be notified via e-mail regarding how to access our required on-line orientation program. The online orientation will introduce you to our University, the Minnesota State System, and provide important information to you as a member of our University community. For additional information relating to parking, obtaining a MavCARD, computer and email access, etc., please visit the “Starting Your New Job” website at <https://admin.mnsu.edu/human-resources/employees/starting-your-new-job/>.

Please review the following Adjunct Handbook: <https://mnsu.sharepoint.com/sites/MNSU/hr/SitePages/Adjunct-Faculty-Handbook.aspx> for more information on Tuition Waiver, Retirement, Insurance and Professional Development.

TO APPLY: To apply for this position, send your materials via email to Kelly.Moreland@mnsu.edu

A complete online application will include the following attachments:

- Cover letter addressing the position description and qualifications with reference to teaching preferences and availability
- Vita
- Unofficial transcripts

Applicants may later be asked to submit additional materials (such as syllabi and lesson plans).

CONTACT

Kelly Moreland, First Year Writing Director Phone: 507-389-2117
English Department TTY: 800-627-3529 or 711
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NOTICE: In accordance with the Minnesota State Colleges & Universities (MnSCU) Vehicle Fleet Safety Program, employees driving on college/university business who use a rental or state vehicle, shall be required to conform to MnSCU’s vehicle use criteria and consent to a Motor Vehicle Records check. The Minnesota State University, Mankato Annual Security and Fire Safety Report is available for your review. This report is required by federal law and contains policy statements and crime statistics for the University. The policy statements address the school's policies, procedures, and programs concerning safety and security. Three years' worth of statistics are included for certain types of crimes that were reported to have occurred on-campus, or in other University affiliated locations. This report is available online at <http://www.mnsu.edu/safety/>. You may also request a paper copy from University Security at 507-389-2111 or by emailing security@mnsu.edu. Minnesota State University, Mankato has a long-standing commitment to diversity and is actively seeking to nurture and enrich its underrepresented communities. Women, minorities, veterans, and individuals with disabilities are encouraged to apply. In accordance with USCIS regulations, successful applicants must be legally able to accept work in the United States. Requests for reasonable accommodation of a disability during the application and/or interview process should be made to the Office of Human

Resources, 507-389-2015 (V), 800-627-3529 or 711 (MRS/TTY). This vacancy notice is available in an alternative format upon request. Minnesota State University, Mankato is an affirmative action/equal opportunity University and is a member of the Minnesota State Colleges and Universities System.