

Instructor/Assistant/Associate Professor of Instructional Design (Saint Leo, Florida)

Posting Details

Posting Details (Default Section)

Posting Number:	FAC228
Position Number:	12192
Job Title:	Instructor/Assistant/Associate Professor of Instructional Design (Saint Leo, Florida)
Position Type:	Faculty
Department:	School of Education and Social Services

Job Summary: Saint Leo University is one of the largest and most innovative Catholic universities in the United States. Saint Leo enrolls students at the traditional University Campus, at more than 40 education centers and offices, and through the Center for Online Learning. University-wide, Saint Leo enrolls students from 49 states, the District of Columbia, three U.S. territories, and 86 countries. Saint Leo University ranks as one of the nation's leading providers of higher education for active duty military and veterans, and it is a nationally recognized leader in online education.

The Department of Graduate Education is seeking qualified candidates for a full-time, tenure track, faculty position to teach Master degree courses in Instructional Design online based at our main campus in Saint Leo, Florida.

This is a nine (9) month, full-time faculty appointment at the Assistant or Associate rank.

This position is pending final budgetary approval for the 2015-2016 academic year.

Review of candidate materials begins immediately for anticipated start date of July or August 2015. To apply, submit letter of introduction documenting successful teaching experience; curriculum vitae; three letters of recommendation (all should be professional references and at least one from a recent superior); values statement (500 words or less) and teaching philosophy (500 words or less), which highlights how your teaching and administrative philosophy and practices fit the Mission and Values of Saint Leo University; official transcripts (including WES evaluation if from an international university); and student evaluations from the last year (at least six classes, an even mix of graduate and undergraduate).

An exceptional candidate possessing a doctorate degree with experience may be considered at the Associate level.

Basic Function:	<p>The faculty member will be required to:</p> <ul style="list-style-type: none">• Teach 6-8 classes per year;• Advise students;• Assess, assist, and guide online adjunct and Graduate education faculty under the direction of the department director;• Engage in curriculum development;• Support recruiting efforts;• Demonstrate professional development (e.g., scholarly research);• Undertake community service in keeping with the school's Benedictine values;• Teach online; and• Teach graduate classes.• Be able to teach traditional and non-traditional age students; and• Demonstrate the ability to use discipline-related computer programs.
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Required	Earned Doctorate degree in education from an accredited institution with specific
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Education/Experience/Skills: course work and experience related to instructional design, instructional technology, and distance learning. A demonstrated a commitment to active teaching and scholarly research in the field.

Preferred Qualifications:

Minimum Qualifications: Candidates possessing a Doctoral degree from a regionally accredited institution with 18 hours of graduate study and/or credentials.

Qualified candidates must have a minimum of 5 years of teaching instructional design related courses at a graduate level and experience teaching in an online program.

Posting Date:

Location: University Campus

Closing Date:

Open Until Filled Yes

Special Instructions to Applicants: **Official transcripts for Master and Graduate degrees are required to complete your application packet and are to be issued directly to Saint Leo University from the respective education institution.**

Transcripts that are "Issued to Student" or issued to another institution are not accepted.

Digital and/or electronic transcripts cannot be accepted at this time.

A certified evaluation and translation is required for foreign transcripts from World Education Services (WES). Expenses for official transcripts are the responsibility of the applicant.

**Please have transcripts and certified evaluations mailed to:
Saint Leo University
Academic Affairs MC 2006
PO Box 6665
Saint Leo, Florida 33574**

Please note three (3) professional letters of recommendation are required for all faculty positions. If you do not have those documents at the time of application, please upload a text or word document stating, "Recommendations will be sent independently." Recommendation letters can be mailed to Academic Affairs at the address stated above.

In order to continue with the recruiting and hiring process, it is required of the applicants to review the University's Mission and Values, which are available on the Saint Leo website at www.saintleo.edu. With the review it is required that each applicant write a brief statement (500 words or less) which highlights how the candidate's teaching fits the mission and values of Saint Leo University. Please attach the statement as "Values Statement" during the application process.

Physical Demands:

Work Hours:

Supplemental Questions

Required fields are indicated with an asterisk (*).

- * Please check the most appropriate statement regarding qualifications at the doctorate level as it relates to the position in which you are applying.
 - I currently possess a Doctorate degree in the discipline
 - I currently possess a Doctorate degree in a related discipline

- I will have completed a Doctorate degree in the discipline prior to the start date for this position
 - I will have completed a Doctorate degree in a related discipline prior to the start date for this position
 - I do not possess and will not have earned a Doctorate degree prior to the start date for this position
2. * Please check the most appropriate statement regarding qualifications at the Master's level as it relates to this position in which you are applying.
- I currently possess a Master's degree in the discipline
 - I currently possess a Master's degree in a related discipline
 - I will have completed a Master's degree in the discipline prior to the start date for this position
 - I will have completed a Master's degree in a related discipline prior to the start date for this position
 - I do not possess and will not have earned a master's degree prior to the start for this position
3. * Please check the most appropriate statement as it relates to hours in the discipline for the position in which you are applying.
- I currently have at least 18 graduate study hours in the discipline
 - I will have completed at least 18 graduate study hours in the discipline prior to the start date for this position
 - I do not have and will not have earned 18 graduate study hours in the discipline prior to the start date for this position
4. * How did you hear about this position?
(Open Ended Question)

Required Documents

Required Documents

1. Cover Letter
2. Curriculum Vitae
3. Values Statement
4. Teaching Philosophy
5. Transcripts
6. Letter of Recommendation 1
7. Letter of Recommendation 2
8. Letter of Recommendation 3

Optional Documents

1. Other Document