

Department: Academic First Year Experiences

Effective Date of Appointment: Spring 2021

Courses or Specialization: *University 100 – Black Male Excellence cohort*

CSUN's Commitment to You:

CSUN is committed to achieving excellence through teaching, scholarship, learning and inclusion. As both an AANAPISI & HSI (Asian American and Native American Pacific Islander Serving Institution & Hispanic Serving Institution), CSUN welcomes candidates whose experience in teaching, research, or community service has prepared them to contribute to our commitment to diversity and inclusive excellence. Our values include a respect for all people, building partnerships with the community and the encouragement of innovation, experimentation and creativity. CSUN strives to cultivate a community in which a diverse population can learn and work in an atmosphere of civility and respect. CSUN is especially interested in candidates who make contributions to equity and inclusion in the pursuit of excellence for all members of the university community.

For more information about the University, visit our website at: <http://www.csun.edu>

About the College:

For more information about The Office of Student Success, visit our website at: <https://www.csun.edu/student-success>

About the Department:

For more information about Academic First Year Experiences, visit our website at: <https://www.csun.edu/undergraduate-studies/academic-first-year-experiences>

Anticipated Needs:

Part-time lecturer: position available for spring 2021 to teach one three-unit section of University 100 (U100: The Freshman Seminar) for students enrolled in the *Black Male Excellence cohort*.

Note: All part-time faculty appointments are temporary and do not confer academic rank. Final determination of part-time teaching assignments is contingent upon student enrollment figures and funding.

Current Courses or Specialization: *U100 – Black Male Excellence cohort*

Current Salary Range: Varies based on experience, collective bargaining agreement, and earned degrees.

Qualifications:

Minimum Qualifications:

1. Earned master's degree or equivalent by December 31, 2020.
2. Potential to teach college freshmen in a first-year student success course at CSUN effectively.
3. Demonstrated success using High Impact Practices for retention and graduation in higher education.
4. Experience teaching or formally presenting to groups of college students.
5. Experience providing academic and social support for Black males in a higher education setting.
6. Demonstrated ability to incorporate Black student development models, with the intent to support academic transition, cultivate congruency within identity, and empower academic resiliency in a culturally congruent way.
7. Written recommendations from two professional references based on direct observation of the applicant's skills teaching or formally presenting to groups of college students within the last five years (see details below).
8. Demonstrated ability to teach first-generation and economically disadvantaged students in higher education.
9. Experience using a learning management system.

10. Availability to teach during CSUN prime time hours (75-minute classes meet twice weekly on MW or TR between 8 a.m. and 4:45 p.m.).
11. Good organization and communication skills.
12. Ability to meet deadlines reliably.
13. Professionalism (working collegially to support student success).

Desirable Qualifications:

14. Familiarity with CSUN campus highly desirable.
15. Prior successful freshman seminar experience.
16. Previous participation with targeted on-campus Black student success programs and initiatives, including, but not limited to, Minority Male Mentoring (M3), Black Male Scholars, Black Student Success Council, Black Male Initiative.
17. Formal training in online learning and teaching.
18. Successful completion of the annual U100 professional development workshop on the CSUN campus (on Thursday, May 14, 2020, from 10 a.m. to 2 p.m., or on Friday, May 15, 2020, from 10 a.m. to 2 p.m.; limited opportunities for make-up may be available).
19. Participation in U100-sponsored professional development activities on the CSUN campus during the summer of 2020 focused on teaching freshmen.
20. Willingness to acquire additional learning management system (Canvas) skills to enhance teaching.

Application Process:

Applicants must submit an application, as outlined below. In later phases of the search process, applicants may be requested to provide verification of terminal degrees, licenses and certificates.

Two written professional references, based primarily on direct observation of the applicant's skills teaching college students, are required for each applicant. See below for additional information about references.

The applicant's current résumé, letter of interest, and reflection, and recommendations must be received by the **absolute deadline of Monday, October 26, 2020 at 5 p.m.** The submission address is listed below. Email applications and recommendations are highly encouraged.

- Résumé: must include your educational background (degrees earned); prior teaching and formal presenting experience; evidence of scholarship and/or related professional experience; and your current email address.
- Letter of Interest: Your letter must clearly describe how you meet each of the qualifications listed on the announcement. Designate (if possible) the days and times you are available for teaching assignments.
- Reflection: no more than one page/250 words in which you answer the two following questions:
 - (1) Based on recent feedback you have received about your teaching [for instance, student evaluation of faculty (SEF) data or comments, or a formal or informal peer class visit report], what is one thing you plan to change about your approach to teaching in the spring and why?
 - (2) What is one of the major obstacles to freshman success, specifically for Black males, and how will you address it in your U100 class?

Instructions for professional references (recommenders)

The University 100 personnel committee is particularly interested in your strengths as a college classroom teacher and/or presenter. To assist your recommenders in providing the most relevant insight, please ask them to complete the recommendation form available at the link below, and to submit it in support of your application. Note: although the committee prefers that recommenders use the form, a standard letter may be acceptable when it is not possible for a recommender to complete the form. In such cases, it is advantageous to you if the letter addresses the content of the form.

The personnel committee will consider forms from only two recommenders. If more than two are received, the first two will be read and others will be discarded. If applicants would like to replace previously received letters, please send a formal email request.

Link to webpage where recommendation form can be found: <https://www.csun.edu/undergraduate-studies/university-100/teaching-university-100> (Note: recommenders should download and save the form locally before completing it.)

Recommenders must send their completed form (or letter) via email to kim.henige@csun.edu. The absolute deadline for receipt of recommendations is **Monday, October 26, 2020 at 5 p.m.**

The committee will not accept recommendations forwarded to us by applicants.

Application Deadline: Monday, October 26, 2020 at 5 p.m. For Spring Semester 2021 only:

Inquiries, applications, and recommendations should be addressed to Dr. Kim Henige, Director of Academic First Year Experiences via email at kim.henige@csun.edu.

General Information:

In compliance with the Annual Security Report & Fire Safety Report of Campus Security Policy and Campus Crime Statistics Act, California State University, Northridge has made crime-reporting statistics available on-line [here](#). Print copies are available by request from the Department of Police Services, the Office for Faculty Affairs, and the Office of Equity and Diversity.

The person holding this position may be considered a 'mandated reporter' under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in [CSU Executive Order 1083](#) as a condition of employment.

A background check (including a criminal records check) must be completed satisfactorily. Failure to satisfactorily complete the background check may affect the status of applicants.

CSUN is an Equal Opportunity Employer and prohibits discrimination on the basis of race, color, ethnicity, religion, national origin, age, gender, gender identity/expression, sexual orientation, genetic information, medical condition, marital status, veteran status, and disability. Our nondiscrimination policy is set forth in [CSU Executive Order 1096](#). Reasonable accommodations will be provided for applicants with disabilities who self-disclose by contacting Academic First Year Experiences, (818) 677-6535.