



JOB TITLE: Assistant Professor of Chemistry

REPORTS TO: Academic Dean & Division Coordinator

DEPARTMENT: Math & Science

START DATE: August 2021

CLASSIFICATION: Full-Time Faculty

SALARY: Negotiable

General Function:

Teach a full spectrum of 100 and 200 level Chemistry courses, including the introductory chemistry sequence. This position will be responsible for teaching and advising students for the chemistry Program. This individual will be responsible for curriculum design and organization of new courses within the chemistry curriculum as well as researching possible course additions or deletions. The successful applicant also must be willing to foster outreach partnerships and collaborative relationships with area agencies, local schools, and mutually supporting organizations. The ideal candidate will be able to contribute to Andrew College's other course offerings.

Duties and Responsibilities:

1. Support of the College's mission by attendance at its events and familiarity with the history and purpose of Andrew College as a two and four-year, church-related college, and a life-style and philosophy compatible with the purpose of the College
2. A high level of ethics and academic practices
3. Adherence to college policies and procedures
4. Commitment to excellence in teaching and enhancement of student learning
5. Availability to students to advise them in academic matters
6. Service to the institution by active involvement in committee work and the decision making processes regarding academic matters
7. Participation in programs of evaluation that include self-evaluation, peer evaluation, program evaluation, course evaluation, and administrative evaluation
8. Evidence of professional growth
9. The exercise of academic freedom in a responsible fashion
10. Recognition and support of the rights of students, which include the right to privacy of information, the right to due process, the right of appeal, the right to quality instruction, and the right to be treated with dignity.

Minimum Requirements:

MS in Chemistry with at least 18 hours in the discipline (Ph.D. preferred). Three to five years teaching experience preferred. Must be authorized for unrestricted employment in the United States indefinitely with no immigration sponsorship needed.

Working Conditions:

Office and classroom environment with minimum lifting (25 pounds) required. Flexible teaching and office hours to include late afternoons and occasional Saturdays.

Applicants should complete the Quick Application located on Andrew College website for the desired position along with submitting a letter of interest, curriculum vitae, unofficial transcript(s), statement of teaching philosophy & three references with telephone numbers to: <https://www.andrewcollege.edu/employment-opportunities/> Jennifer Mitchell, Director of Human Resources hr@andrewcollege.edu

Andrew College—the United Methodist beacon of educational, spiritual, and cultural uplift to Southwest Georgia since 1854—prepares students for lives of servant leadership and purpose through higher education that is relevant to its region and beyond.

Andrew College does not discriminate on the basis of race, color, religion, gender, age, creed, national origin, or disability in its employment policies.