



WEST VIRGINIA STATE UNIVERSITY

Adjunct Instructor of Technical Writing Department of English

West Virginia State University

Founded in 1891, West Virginia State University (WVSU) is a public-land grant institution, which was originally founded as a historically black university, but which has evolved into a fully accessible, racially integrated and multi-generational institution serving approximately 3,514 students. The University is a community of students, staff, and faculty committed to academic growth, service and preservation of the racial and cultural diversity of the institution. WVSU offers 23 undergraduate and six graduate degrees through its four colleges. WVSU competes in athletics at the NCAA Division II level in five men's sports and five women's sports. WVSU is located in Institute, WV, a suburb of Charleston, the largest city and the capital of West Virginia. With more than 300,000 people living in the metropolitan area, it is an active, exciting and engaging community, boasting cultural and historical events, music, festivals and entertainment.

Position Description

The Department of English at West Virginia State University is looking for a quality-oriented candidate for the position of online adjunct instructor in Technical Writing

Responsibilities for the Online adjunct instructor in Technical Writing

Responsibilities include teaching online Technical Writing courses with additional opportunities to teach first-year composition, other writing classes, and literature depending on qualifications and course availability.

Requirements for the Online adjunct instructor in Technical Writing

The qualifying candidate must possess technical communication skills, have experience teaching in an online environment, and have proficiencies in Microsoft Office and Adobe Creative Suite or the freeware equivalents (see below).

- GIMP (Adobe Photoshop)
- Scribus (Adobe InDesign)
- Inkscape (Adobe Illustrator)
- Weebly or other web design software
- Camtasia or similar screen capture software

Instructors of record must possess minimum credential standards which normally include a Master's degree with 18 graduate semester credit hours in the subject area or suitable approved justification. Must have experience teaching core level courses in technical writing and composition; experience with literature would be a plus. Applicants with the earned doctorate or other terminal degree within the academic area are highly desirable.

Salary Statement

Compensation: \$1500 - \$1800 per class, dependent on degree

Course Length: 8-weeks

To Apply

Please submit a resume, cover letter, unofficial transcripts, and names and email addresses and phone numbers of three professional references, etc. as soon as possible, but no later than August 1, 2019 for full consideration. All requested information must be submitted for your application to be considered.

Please submit application materials via email to: hr@wvstateu.edu or mail to:

West Virginia State University
Department of Human Resources
P. O. Box 1000, 105 Cole Complex
Institute, WV 25112

Contact

For further information regarding application procedures, you may contact Human Resources at (304) 766-3156 and/or hr@wvstateu.edu.

West Virginia State University conducts criminal background checks on all job candidates upon acceptance of a contingent offer.

West Virginia State University is an Equal Opportunity / Affirmative Action Institution and is committed to equal opportunities without regard to race, color, age, sex, sexual orientation, gender, gender identity or expression, national origin, religion, creed, genetic information & testing, family & medical leave, pregnancy, and Veterans and individuals with disabilities. We encourage all qualified women, minorities, protected Veterans and individuals with disabilities to apply for employment at West Virginia State University.