

# COLORADO STATE UNIVERSITY POSITIONS ANNOUNCEMENT

## Department of English

**POSITIONS** Positions are available for Fall and Spring semesters, 2014-2015, for **Instructors in Composition Program Administration**, including First-Year Composition Administration; Upper-Division Composition Administration

### MINIMUM QUALIFICATIONS FOR ALL POSITIONS

- MA required; PhD, MFA, or ABD preferable
- Record of college teaching excellence
- Initiative for composition program development
- Supervisory experience, preferably in composition program administration
- Experience developing programmatic and instructional materials
- Knowledge of multimodal composition theory and practice

### **Additional Minimum Qualifications for Upper-Division Composition Instructor:**

Experience teaching upper-division composition courses.

Preference will be given to candidates with academic or scholarly credentials in composition theory and pedagogy or rhetoric, and to candidates who have recently taught in CSU's composition program or one very similar to it.

### Duties

- Composition Program Administration positions are full time (4/4 load) with course releases appropriate to each position.
- Successful applicants will be expected to meet departmental objectives for the courses they teach.
- **First-Year Composition Program Administration:** One course release per semester for administrative work, including training and supervision of graduate teaching assistants in CO150, College Composition (co-coordinating intensive, week-long orientation program before fall semester; holding weekly in-service workshops; observing classes of and holding conferences about grading with new GTAs; maintaining records about and evaluating GTA teaching performance) and collaborating to update/review common CO150 syllabus and course materials. Instructors might teach CO130 (Academic Writing), CO150 (College Composition), CO300 (Writing Arguments), CO301 (Writing in the Disciplines) or CO302 (Writing Online). The availability of other courses is based on department need and the instructor's background.
- **Upper-Division Composition Administration:** One course release per year for administrative and curricular work, including developing professional development workshops and materials. Typically, the teaching load will include a combination of CO300 (Writing Arguments), CO301 (Writing in the Disciplines), or CO302 (Writing Online).

### Terms of Employment:

These distinctive appointments are customarily for three-year terms. Annual reappointment

depends on satisfactory performance. Salary is commensurate with background and experience.

Applicants should write to Dr. Louann Reid, Chair, Department of English, Colorado State University, 1773 Campus Delivery, Fort Collins, Colorado 80523-1773. Direct questions to Sue Russell at (970) 491-1898 or [Sue.Russell@colostate.edu](mailto:Sue.Russell@colostate.edu).

For full consideration for Fall 2014, please submit applications by February 15, 2014. The 2014-15 instructor application pool will expire on December 31, 2014. You will need to reapply each year to be added to the following academic year's instructor pool.

Applications must include the following:

- a letter of application that
  - clearly identifies the position(s) for which you are applying
  - outlines your teaching experience and range of teaching interests, particularly those courses you are interested in teaching at CSU
  - highlights specific examples of teaching practices
  - discusses your participation in any professional development activities pertaining to the position(s) to which you are applying
  - explains experience with composition program administration pertaining to the position(s) to which you are applying
  - explains how the hiring committee should weigh other supporting application materials
- a detailed résumé or c.v.
- documentation of your post-baccalaureate degree (e.g., a photocopy of your diploma or a transcript that notes the degree conferred)
- recent supporting materials that indicate teaching quality in each of 4 categories:
  - written reports of classroom observations
  - student evaluations
  - syllabi
  - responses to student work as demonstrated by three student papers with a range of grades in response to a single assignment (one paper an "A," one a "B," and one below a "B"). These papers should include your marginal and end comments; the English department considers responding to student writing central to good teaching, and thus we review these comments as indications of pedagogical effectiveness. Please also include a narrative describing the assignment and grading criteria (up to one page). Explain how the assignment fits into the overall picture of the course.
- three recent (written in the last 3-5 years) letters of reference that speak to your teaching and to administrative skills or potential
- a street address, phone number, and email address where you can be reached during both the school year and the summer

### **General Information**

Colorado State University, with an enrollment of about 29,500 students, is located in Fort Collins, a growing community of close to 150,000 at the base of the Rocky Mountain Front Range, 65 miles north of Denver. The area is noted for its natural beauty and abundant cultural

and recreational activities. Colorado State University is a land-grant institution and a Carnegie Research University (Very High Research Activity).

The Department of English at CSU has a tenure-track faculty of 35, approximately 450 undergraduate majors, and 100 graduate students. We appoint approximately 35 graduate teaching assistants who teach creative and expository writing and English as a second language. Undergraduate concentrations in creative writing, English education, language, literature, and writing lead to a B.A. in English. Master of Arts degrees are offered in creative non-fiction, English education, literature, rhetoric and composition, and TEFL/TESL. A Master of Fine Arts is offered in creative writing. For further information, visit the Department home page at <http://english.colostate.edu>.

Reflecting departmental and institutional values, candidates are expected to have the ability to advance the Department's commitment to diversity and inclusion.

Colorado State University does not discriminate on the basis of race, age, color, religion, national origin or ancestry, sex, gender, disability, veteran status, genetic information, sexual orientation, or gender identity or expression. Colorado State University is an equal opportunity/equal access/affirmative action employer fully committed to achieving a diverse workforce and complies with all Federal and Colorado State laws, regulations, and executive orders regarding non-discrimination and affirmative action. The Office of Equal Opportunity is located in 101 Student Services.

Colorado State University is committed to providing a safe and productive learning and living community. To achieve that goal, we conduct background investigations for all final candidates being considered for employment. Background checks may include, but are not limited to, criminal history, national sex offender search and motor vehicle history.