

**Title:** NTT Faculty (Automotive Technology) (Technical Writing) (50%)

**Job Category:** Faculty

**Department:** School of Transportation

**Position Summary:** The School of Transportation at Southern Illinois University Carbondale is seeking applicants for a variable time, non-tenure, track faculty position within its Baccalaureate Automotive Technology program. Initial term appointment is anticipated to be 50% FTE with faculty rank based upon academic degree held. The position requires teaching undergraduate automotive technical writing/documentation courses beginning August 16, 2021.

One of the very few Baccalaureate Automotive Technology programs in the country supplying the industry, our program is recognized both nationally and globally for its excellence and prominence in the industry.

**Duties and Responsibilities:**

- Carry an approved teaching load and maintain appropriate office hours.
- Manage classrooms, laboratories, tools, equipment, and other resources utilized.
- Provide educational and professionally related assistance to prospective and enrolled students.
- Engage in indirect instruction to support student learning and retention.
- Keep students apprised of grades as the semester progresses and enter final grades electronically within specified deadlines.
- Participate in professional associations, service, and outreach activities related to the discipline.
- Participate in program development, quality assurance and assessment duties as required.
- Remain abreast of recent developments and practices in the industry.
- Maintain training and credentials necessary for Program Accreditation.
- Comply with Program quality assurance and assessment requirements.
- Comply with all University and College policies and procedures.
- Comply with all Departmental guidelines.
- Engage in other program/departmental assignments as determined by the Department Chair.

**Minimum Qualifications:**

An earned Master's degree or PhD, and professional experience in technical writing/documentation in a post-secondary academic or industry environment is required for appointment at the rank of Assistant Lecturer or Assistant Professor of Practice.

OR

An earned Baccalaureate degree with a minimum of three (3) years professional experience in technical writing/documentation in a post-secondary academic or industry environment is required for appointment at the rank Assistant Instructor.

**Preferred Qualifications:** Earned Masters or Ph.D. degree in automotive, English, engineering, technology, business, education, or a closely related discipline or related experience in the automotive wholesale/manufacturer or retail level.

**Apply online at** <http://jobs.siu.edu>

**Deadline to Apply:** 06/17/2021 or until filled

**Contact for further information:** Sheila Cheatham

**Contact email:** [cheatham@siu.edu](mailto:cheatham@siu.edu)

**General Information:** SIU Automotive Technology Department is committed to fostering a culture that enables all participants to realize their full intellectual and human potential. We value diversity among its many dimensions and that it enriches the ability of all organizations in achieving their mission. To learn more visit us on the web at <https://automotive.siu.edu/>

**SIU Carbondale, member of the SIU System, is an anti-racist community that opposes racism, discrimination and inequity in any form, and embraces diversity, inclusion, equity, and justice for all people.**

**SIU Carbondale is an Affirmative Action/Equal Opportunity Employer of individuals with disabilities and protected veterans that strives to enhance its ability to develop a diverse faculty and staff and to increase its potential to serve a diverse student population. All applications are welcomed and encouraged and will receive consideration.**