



Instructions

Requestors should complete Sections I & III and submit this form with the “Request to Fill Vacancy” form.


Section I. – Job Details

Job Title:	<i>Assistant Professor of Biology</i>	Hourly/Salary:	<i>Salary</i>
Department Area:	<i>Division of Natural Sciences</i>	Classification:	<i>Exempt</i>
Location:	<i>Main Campus</i>	Travel Required:	<i>No</i>
Reports to:	<i>Chair of Natural Science</i>	Position Type:	<i>Full-Time</i>
Position Fill Date:	<i>August 15, 2021</i>		

External Posting URL – www.campbellsville.edu

Internal Posting – Human Resources Job Board

Section II. – Application Submission Information

FAX	EMAIL
(270) 789-5180	jobs@campbellsville.edu
Subject Line: Assistant Professor – Biology	Subject Line: Assistant Professor - Biology
Attention: Jason Lawson	
ONLINE	MAIL
Click Link Below	Director of Human Resources
APPLY HERE!	Campbellsville University
Scan QR Code	1 University Drive, UPO 944
	Campbellsville, KY 42718

Section III. – Job Description

Job Summary:

Seeking a broadly trained biologist to teach Human Anatomy and Physiology and a variety of biology courses for majors. Earned doctorate or ABD and teaching experience is preferred, but a master’s degree and appropriate experience may be considered. Primary responsibilities will be teaching, with some mentoring of student research, academic advising, and committee assignments. This is a tenure-track position at the assistant-professor level.

Job Responsibilities:

- Teach Human Anatomy and Physiology
- Teach variety of biology courses for majors
- Teaching is the primary responsibility

- Mentoring of student research is a plus
- Some academic advising and committee assignments

Skills/Qualifications:

- Broad training as a biologist
- Earned doctorate or ABD preferred
- Master's degree and teaching experience may be considered
- Some prior college teaching experience preferred
- Ability to mentor student research a plus
- Willingness to contribute to the division.

Essential Duties:

- Working hours necessary to perform job requirements satisfactorily on a regular basis.
- Managing absences from work in a responsible manner to ensure service to university faculty, staff and students.
- Complying with Campbellsville University policies and practices and seeking clarification of them when necessary.
- Honor the mission of Campbellsville University and abide by rules and regulations and Standards of Conduct outlined in the Administrative Policies and Procedures Manual.

Campbellsville University is a comprehensive, Christian institution that offers pre-professional, undergraduate and graduate programs. The university is dedicated to academic excellence solidly grounded in the liberal arts that fosters personal growth, integrity and professional preparation within a caring environment. The university prepares students as Christian servant leaders for life-long learning, continued scholarship, and active participation in a diverse, global society.

The individual employee is expected to conduct him, or herself, both on campus and off, in a manner becoming an employee of a Christian institution, and the employee should uphold the highest standards of conduct in terms of honesty, truthfulness, respectful attitude, and conduct toward others. Each individual associated with Campbellsville University is to perform his or her daily responsibilities mindful of the intent of the institutional mission statement and core values.

Employees must be able to perform the essential functions of the position with or without reasonable accommodations.

Section IV. – For HR Use Only

Approved by:	<i>Jason Lawson</i>	Date:	
Last Updated by:	<i>E.J. Pavy</i>	Date:	
Internal Post Date:		External Post Date:	