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| **Job Details** |  |
| # of Openings to Fill |  |
| Position Number(s) | **Must include** |
| Department Budget# |  |
| Desired Start Date |  |
| Recruiting Location (Kennesaw or Marietta) |  |
| Name and **(OneUSG) Employee ID** # of Faculty Being Replaced |  |

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| **Position Information** |  |
| Job Type | Full-Time |
| Tenure Status | Non-Tenure Track |
| Employment Term (9-month) |  |
| Hiring Department Name |  |

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| **Job Posting Information** |  |
| Job Posting Title  Anything above Assistant Professor must be approved by Academic Affairs prior to submitting request. | Research Assistant Professor of **Discipline**  This title will appear on the applicant portal. Please include rank and discipline. |
| Job Summary | Kennesaw State University is now accepting applications for a full-time, non-tenure track faculty position as Research Assistant Professor of **Discipline** in the **Department/School** of **Name** with a preferred start date of **Month and year**. This is a nine-month contracted position. This position is for work to be performed in the state of Georgia. |
| Responsibilities | Include the following, at a minimum:   * Scholarship/Research Expectations: (Research faculty engage in scholarly activity appropriate to their field of specialization and to the mission(s) of their particular unit. They are expected to investigate new ideas, to reinterpret established ideas, and to disseminate results of their research and scholarly activity through media appropriate to their discipline. Unless otherwise set forth in the Faculty Performance Agreement (FPA), research faculty generally spend the large majority of their time engaged in research and scholarly activities.) * Teaching Expectations: (may be specific classes or general statement, graduate and/or undergraduate level). (Note that research faculty who will be instructor of record for an academic course must obtain prior approval through the Office of Academic Affairs.) * Service Expectations: (may be specific service expectations or general statement that some service to Dept/College/University/professional community is expected)   Teaching assignments will be based on earned degrees and SACSCOC Faculty Credentials Guidelines. |
| Required Qualifications | Required Qualifications Include:  An earned **Terminal/Doctorate** degree, or the foreign equivalent, in **designated area of specialization** or related field, is required.  **NOTE:** For **ABDs** you may add: (Required degree must be earned by start date.)  NOTE: If only a specific terminal degree such as Ph.D. is listed, then you can only hire someone with that exact degree.  *(Criteria listed here must be verifiable, such as evidence of, previous experience, successful experience, demonstrated record, etc.)* |
| **NOTE:** If the phrase “or related field” after the *teaching discipline* above is used*,* include a list of the related fields associated with the position.  This will not be listed on the posting. | List some examples of the related fields. This does not have to be an exhaustive list. |
| Preferred Qualifications (if applicable)  NOTE: Anything listed here can be moved to the Required Qualifications section. | Suggested other qualifications you may include (Be specific for the position):   * Licenses, certifications, or professional memberships * Specific experiences or skills (e.g., prior teaching, familiarity with specific techniques) * Evidence of scholarship/creative activities * Experience teaching on-line or hybrid courses * Record of past teaching at a particular level (e.g., graduate vs. undergraduate) or area (sub-discipline) * Post-doc experience * Prior success in obtaining extramural funding   *(Criteria listed here must be verifiable, such as evidence of, previous experience, successful experience, demonstrated record, etc.)*  NOTE: Anything listed here will also be considered required qualifications by the Department of Labor for anyone who will need visa sponsorship. |
| Department Contact Information for Job Opening Questions | For questions about this faculty opening, please contact **Faculty Name, Email Address, and/or Phone Number**. |
| Job Posting Application Deadline:  (The posting will remain open until filled unless you choose the absolute deadline.) | Review of applications will begin immediately. For full consideration, please apply by **DATE**.  OR  Application deadline is **DATE**. |
| Required Attachments  (1-4 are mandatory attachments) | 1. CV 2. Cover Letter 3. Unofficial Transcripts (Official Transcripts and Official International Course-by-Course Evaluations Due Upon Hire) 4. Names, phone numbers, and email addresses of at least 3 references   Incomplete applications will not be considered.  **NOTE:** You may add additional required and/or optional attachments, such as:   * Teaching philosophy and how you will advance student success at KSU * Research interest |
| Advertising Categories (optional) | Lists are available on the Faculty Affairs Conducting Faculty Searches webpage. |
| College/Department Descriptions | *Will be added by FA team from the approved descriptions.* |
| Hiring Manager |  |
| Academic Home Department Chair |  |
| Academic Home College Dean |  |
| Administrative Home Hiring Manager |  |
| Business Manager |  |
| Search Committee Chair  (Must be a permanent, full-time faculty member.) |  |
| Search Committee Members **with (OneUSG) *Employee ID* #s** (must have at least 5 members for full-time contracted positions) |  |