



Bluefield State University

Job Vacancy Announcement

Assistant or Associate Professor of Political Science

(Full-time tenure-track faculty position, anticipated for Fall Semester 2024)

POSITION TITLE: Assistant or Associate Professor of Political Science

JVA#: 2023-20

DEPARTMENT: Department of Social Sciences, College of Arts and Sciences

POSITION SUMMARY: This is an appointment for a full-time tenure-track Assistant or Associate Professor of Political Science position. We seek a candidate with an earned Ph.D. in Political Science or a closely related field who has a passion for teaching and making a meaningful impact in the field of Political Science. ABD candidates will be considered with the stipulation that the PhD must be conferred no later than August 1, 2025. Must teach effectively using alternative modalities (e.g., on-line, video livestreaming, Moodle, etc.) in addition to a traditional classroom setting. This position will work as a team member on undergraduate program development. Appointment will begin Fall semester of 2024.

CORE RESPONSIBILITIES: All faculty positions include a minimum of a 12-credit teaching load (may include online, web-based, or interactive video instruction and/or courses at off-campus locations), academic advising, as well as participation in university and college committees. The preferred candidate will be able to teach American National Government, Introduction to Politics, State and Local Government, Political Thought, Comparative Politics, Judicial Process, Public Administration, American Constitutional Law, International Relations, and other courses as needed and qualified. Must work collaboratively with departmental faculty from other disciplines. The successful candidate will demonstrate evidence of the potential for excellence in teaching and dedication to University and community service.

All faculty are expected to:

- Take a supportive interest in the academic progress of each of their students.
- Meet with their classes as scheduled. If a faculty member is kept from their duties by illness or other legitimate reason, the faculty member must inform the respective Dean in advance, if possible, so that arrangements can be made for assignments or a substitute instructor.
- Maintain adequate office hours as assigned so they may be available for conferences to assist students in achieving student success.
- Participate in the faculty-student advisory program.
- Recruit potential students
- Contribute to the university/college's mission and goals
- Collaborate with colleagues on initiatives and research projects.
- Keep abreast of their academic discipline through continuing study and/or active participation in their professional organizations.
- Continuously strive to improve the effectiveness of their teaching.
- Keep accurate records of grades and other information required by the Deans, Registrar, Provost, President, and any other administrator as appropriate.

- Attend all faculty meetings of the University and the respective school where the faculty teaches.
- Attend commencement and convocations and cooperate fully with the BSU Board of Governors, the President, the Provost, and the Dean in promoting the interests of Bluefield State University and the respective School.

MINIMUM REQUIRED QUALIFICATIONS: Applicants must have an earned Ph.D. in Political Science or a closely related field or be ABD (with degree conferred no later than 8/1/25). Experience in teaching Political Science courses at the college or university level is also required. An ability to effectively use alternative modalities (e.g., online, video live streaming, Moodle, etc.) and teach effectively in a traditional classroom setting. Background in International Relations is preferred.

COMPENSATION: Salary is commensurate with qualifications and experience. Position is dependent upon available funding.

THE UNIVERSITY: The mission of Bluefield State University is to provide students with an affordable, accessible opportunity for public higher education. A historically black institution, Bluefield State University prepares students for diverse professions, graduate study, informed citizenship, community involvement, and public service in an ever-changing global society. More information about the University is available at www.bluefieldstate.edu.

APPLICATION PROCEDURE: Completed applications are to be submitted in electronic format only to humanresources@bluefieldstate.edu and must include:

1. Letter of interest specific to the position;
2. A completed BSU Employment Application (form available at <https://bluefieldstate.edu/resources/human-resources/jobs>);
3. Resume/CV;
4. Contact information for at least three professional references; and
5. Transcripts (unofficial transcripts are acceptable for the application process; official transcripts will be required of the selected candidate).

NOTE: Please **do not** include photographs or any personal information (e.g. D.O.B, place of birth, etc.) on your application or supporting documents. **Bluefield State University does not provide H1B visa or employment sponsorship.**

DATE POSTED: December 12, 2023

CLOSING DATE: The position will begin in Fall 2024 and is open until filled. A review of applications will begin on January 3, 2024. Applications will be accepted until the position is filled; however, applications received after the initial review may not receive full consideration.

Bluefield State University is an HBCU, AA/EOE/ADA employer, committed to the principle that minorities, women, veterans, and individuals with disabilities are encouraged to apply. The university complies with all applicable federal and state laws designed to promote equal educational and employment opportunities. Bluefield State University does not provide H1B visa or employment sponsorship.