



# Bluefield State University

## Job Vacancy Announcement

**Assistant or Associate Professor of Biology, Environmental Science**  
(Full-time tenure-track faculty position, anticipated for Fall Semester 2024)

**POSITION TITLE:** Assistant or Associate Professor of Biology, Environmental Science

**JVA#:** 2023-21

**DEPARTMENT:** Department of Applied Sciences, College of Arts and Sciences

**POSITION SUMMARY:** This appointment is for a full-time tenure-track Assistant or Associate Professor of Biology. We are looking for an Environmental scientist who can teach lower-division Biology Courses. These positions will teach including but not limited to Anatomy and Physiology, Nutrition, Micro Biology for the health profession, and lower-level Biology courses with their labs. Must teach effectively using alternative modalities (e.g., online, video livestreaming, Moodle, etc.) in addition to a traditional classroom setting. These positions will work as a team member on undergraduate research and program development. The appointment is anticipated to begin in the 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, and participation in school committees and College governance. Responsibilities include the standard teaching load; however, release time from a minority course load is possible with adequate external funding. Courses to be delivered include but are not limited to, lower and upper-level Biology courses and labs or other related courses in the faculty member's discipline. Duties may require travel to the Beckley HEC campus. Applicants are expected to establish an active research program that involves undergraduate students and apply for external funding. The successful candidate will demonstrate evidence of the potential for excellence in teaching and dedication to College 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 master's degree in Biology or a related discipline (with a degree conferred no later than 12/31/23). Experience in teaching Environmental science and lower-division Biology courses at the college or university level. An ability to effectively use alternative modalities (e.g., online, video livestreaming, Moodle, etc.) and teaching effectively in a traditional classroom setting.

**PREFERRED QUALIFICATIONS:** Ph.D. in Biology or related discipline. Experience in teaching Environmental Science and upper and upper-division Biology courses and labs at the college or university level. Experience with grant funding. Post-doctoral research experience.

**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](http://www.bluefieldstate.edu).

**APPLICATION PROCEDURE:** Completed applications are to be submitted in electronic format only to [humanresources@bluefieldstate.edu](mailto: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.*