



Savannah State University Position Description – Foreign Language Faculty

POSITION DESCRIPTION

Position Title: Foreign Language Faculty FLSA Status: Exempt
Reports to: Chair, Liberal Arts
Department: Liberal Arts
Date Prepared: June, 2008

BASIC FUNCTION

To provide instruction and related activities in qualified area(s) of foreign language; may also teach in humanities as needed.

NATURE & SCOPE

Teach at least 4 classes per semester during the regular academic year; provide departmental, college and university service through committee appointments and other tasks as assigned; participate in ongoing professional development through research productivity in the field (including creative work for fine arts and creative writing fields); provide academic advising as assigned; engage in student mentorship (formal or informal) and retention efforts

PRINCIPAL ACCOUNTABILITIES

Must plan, meet and evaluate all assigned classes; maintain at least 10 office hours per week; comply with all University policies, procedures, requirements and deadlines; fulfill assigned and voluntary service obligations; maintain currency and professional engagement in field(s) of specialty

SPECIALIZED KNOWLEDGE AND EXPERIENCE REQUIRED

A minimum of 18 graduate credit hours in relevant field of study required; terminal degree (Ph.D.) preferred for tenure-track positions. Previous instructional experience at the college level preferred.