



# BENNETT COLLEGE

## Job Posting

**Title:** Assistant Professor of Biology  
**Date of Posting:** 09/02/2021  
**Closing Date:** Until Filled  
**Department:** STEM  
**Reports To:** Faculty Lead/Dean of Faculty

### **GENERAL SUMMARY:**

The Assistant Professor of Biology position is a full-time **non-tenure-track** faculty position. This position involves teaching Principles of Biology, Human Biology, Evolutionary Biology and Comparative Vertebrate Anatomy. The Assistant Professor of Biology is responsible for teaching labs associated with each course. Additional duties include: advising students, serving on College committees and other duties as assigned.

Candidates should possess knowledge of pedagogical techniques for Biology, instructional technology, have excellent time management and record-keeping skills, be able to communicate effectively both orally and in writing, and work independently and collaboratively. Qualifications include a Ph.D. in Biological Sciences or terminal professional science degree from an accredited school.

### **ESSENTIAL JOB FUNCTIONS:**

- Teach
- Advise students
- Supervise student research projects
- Conduct original research in Biology
- Actively pursuing research grant funds
- Serve on College committees
- Perform other duties as assigned

## **KNOWLEDGE, SKILLS, AND ABILITIES:**

- Knowledge of pedagogical techniques for Biology
- Knowledge of instructional technology
- Knowledge of research literature in the field of biology
- Skills in facilitating student academic achievement
- Excellent time management and record keeping skills
- Ability to teach face-to-face, online, and/or hybrid courses
- Ability to communicate clearly both orally and in writing in English
- Ability to work independently and collaboratively
- Ability to work within a diverse community
- Strong interpersonal communications skills

## **EDUCATION AND EXPERIENCE:**

- Ph.D. in Biological Sciences or equivalent from an accredited school.
- Minimum of 1-2 years teaching experience preferred.

## **HOW TO APPLY:**

Interested candidates should submit a complete applicant packet, which includes the following documents:

- online application for employment (found at [www.bennett.edu](http://www.bennett.edu))
  - click on "Quick Links" at the top of the home page
  - click on "Employment Opportunities"
  - click on "Click Here to Apply" and follow the instructions

The following are **required documents** to be attached to your application:

- cover letter
- resume
- unofficial transcripts from every college and university attended
  - official transcripts are required if an offer of employment is accepted

**ONLY COMPLETE APPLICANT PACKETS WILL BE ACCEPTED  
NO PHONE CALLS PLEASE!**

We are an Equal Opportunity Employer

E-Verify, an online program which is administered through the Department of Homeland Security and the Social Security Administration, are used to verify employment eligibility.