POSITION: Assistant Teaching Professor – Discipline Name

POSTING DATE: Date of Posting

POSITION NUMBER: ########

START DATE: Date the position will start

**ESSENTIAL JOB FUNCTIONS:**

The [Department] at the University of Wisconsin-Green Bay seeks applicants for an Assistant Teaching Professor position in [Discipline].

The successful applicant will contribute to an academic unit which [communicate interesting and innovative activities within the college/program/discipline (i.e. why would they want to work at UW-Green Bay in this particular area)].

This position will be responsible for enhancing UW-Green Bay’s mission-driven inclusive teaching efforts and creating and maintaining an educational environment that acknowledges, encourages, and celebrates those with diverse identities, beliefs, and cultural backgrounds.

This position includes the following responsibilities:

* Teach lower- and upper-level courses (both online and in person) in [identify areas of course instruction].
* Implement inclusive instructional strategies to increase support for students from underrepresented and first-generation backgrounds at UW-Green Bay
* Advise and mentor students.
* Add additional duties if required for the position

**QUALIFICATIONS:**

Minimum Qualifications:

* List Degree requirement
* List Licensure requirement (if applicable)

The successful candidate will be expected to work inclusively and respectfully within a diverse campus community and practice civility in the workplace.  The University welcomes applicants who are dedicated to the appreciation and promotion of inclusivity and equity as crucial components in the pursuit of organizational excellence.

In addition, the successful candidate will have strong oral, written, interpersonal, and organizational skills, the ability to communicate with a diverse student population, demonstrated integrity and strong leadership, and the willingness to be part of a collaborative team. The University welcomes applicants who are dedicated to enriching the quality of life for students and the community by embracing the educational value of diversity, promoting environmental sustainability, encouraging engaged citizenship, and serving as an intellectual, cultural, and economic resource.

**CONDITIONS OF APPOINTMENT:**

The home campus of this position is [campus], and the successful candidate may be required to teach an occasional course at the [choose the other three] Green Bay, Marinette, Sheboygan, or Manitowoc Campus.

Position is a full-time, 9-month, non-tenure track, Instructional Academic Staff appointment.  Official transcripts of the highest degree achieved will be required of finalist(s).  A criminal conviction investigation will be conducted on the finalist(s).  In compliance with the Wisconsin Fair Employment Act, the university does not discriminate on the basis of arrest or conviction record.

All final candidates must be asked, prior to hire, whether they have been found to have engaged in, are currently under investigation for, or left employment during an active investigation in which they were accused of sexual violence or sexual harassment. When obtaining employment reference checks, these same sexual violence or sexual harassment questions must also be asked.

[Delete paragraph if eligible to hire foreign national as determined by HR] The University of Wisconsin-Green Bay does not offer H-1B or other work authorization visa sponsorship for this position. Candidates must be legally authorized to work in the United States at the time of hire and maintain work authorization throughout the employment term. If you have questions regarding this, please contact Human Resources.

The University of Wisconsin-Green Bay is an Affirmative Action Equal Employment Opportunity employer committed to achieving a diverse workforce and to maintaining a community that welcomes and values a climate supporting equal opportunity and difference among its members. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender and/or gender identity or expression, marital or parental status, genetic information, national origin, ethnicity, citizenship status, veteran or military status (including disabled veteran, recently separated veteran, other protected veteran, or Armed Forces service medal veteran status), age, or disability.

**SALARY INFORMATION:**

Competitive salary commensurate with qualifications and experience.

**BENEFIT DETAILS:**

The UW System provides an excellent benefits package to meet the diverse needs of its employees. This includes several health insurance options, with annual deductibles as low as $250/individual and $500/family. Our benefits package also includes dental, vision, several life insurance options, AD&D and Accident insurance and Flexible Spending and Health Savings Accounts. We participate in the Wisconsin Retirement System (WRS), where employer contributions begin immediately and employees are fully vested after 5 years of service. The UW System also provides supplemental retirement savings programs including a 403(b) and Deferred Compensation.

For more details, please review the benefit quick guide linked below.

<https://www.wisconsin.edu/ohrwd/benefits/download/quickguidefasl.pdf>

Total Compensation Estimator:  <https://www.wisconsin.edu/ohrwd/benefits/totalcomp/>

**TO APPLY:**

Select the job title for which you are applying.  Click the "Apply" button.  You must create an account and login before you can apply.  If you are already a registered user, input your "User Name" and "Password” and select "Sign In."  If you have not yet registered, click on "Register Now" to begin the registration process.

Please be sure to complete all required fields, and include all required documents before submitting your application. Once submitted, you will not be able to edit or attach any application materials. Files must be complete to be considered. Please include the following documents:

* Cover letter specifically addressing qualifications for the essential job functions
* Curriculum Vitae
* Unofficial transcripts of all graduate work OR Unofficial transcripts of the highest degree achieved
* Names and contact information for three references
* Any additional required documentation

If you have any questions, need accommodations, or submitted your application with missing materials, call or email:

Admin Support Name

Phone: (920) 465-xxxx

Email:  email

**APPLICATION DEADLINE:**

To ensure consideration, please submit application materials by [date].

**CAMPUS INFORMATION:**

Established in 1965, UW-Green Bay is a public institution serving 8,970 undergraduate, graduate and doctoral students and 95,000 continuing education learners each year. We educate students from pre-college through retirement and offer 200+ degrees, programs and certificates. UW-Green Bay graduates are resilient, inclusive, sustaining and engaged members of their communities, ready to rise to fearlessly face challenges, solve problems and embrace diverse ideas and people. With four campus locations in Marinette, Green Bay, Manitowoc, and Sheboygan, the University welcomes students from every corner of the world. In 2020, UW-Green Bay was the fastest growing UW school in Wisconsin. UW-Green Bay works to ensure faculty and staff achieve their full potential as valued employees with its commitment to creating an environment that recognizes, values and respects the differences we all bring to the workplace, allowing everyone to do their best work. Employee testimonials can be found at #WhyUWGB.  For more information, visit [www.uwgb.edu](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2Fu7061146.ct.sendgrid.net%2Fls%2Fclick%3Fupn%3DTeZUXWpUv-2B6TCY38pVLo9uk8Gl60AdefE0pueYlRvY0-3Drjzp_xi3zjlhaTJSVQSEXTLlHno54EIu2N90pkOcQQyeXaHVRK0IKDgOVOWVAfVA-2Fzypncq3TkzSebDXJhLuTvvdhNLJ-2Fz2NqYZY3Bw-2Bt8z4wOWIvtLBJetL8cHggvVmaa9QbMWecXwOE5A7qbVfV5APHFvInf1-2FyRYwPayyVbqHBbn5IZH251hkXh16VlZcIOuC77q-2FsUuCoKkaMSWVcMu44N1SntO6r4J2mASKzXxJLNEm7mrgufOgA6auZHcvsGf0USYF2szuE7TjQ13hL-2FmMBRq9ccjv3EbQ-2F19bW3Z8SMJJkSG3XcLDFtlL0wMY9qdgSK71A6-2Fb-2BFgejgpxTtQknIp6F1iokEGjR8ENBG3KfdLo-3D&data=04%7C01%7Cflenzj%40uwgb.edu%7C78a3e709cead4d8bd9b408d8e5a2f133%7C7fc34f9d1f754f96b5b33cdcaab03aea%7C0%7C0%7C637511835272996131%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=FETXEjCTpTnj2JX6e1YH8d99xCTVhwHXBZeN6EWaQAE%3D&reserved=0).

For more information regarding the University of Wisconsin-Green Bay and the surrounding area, see our [Campus and Community](http://www.uwgb.edu/human-resources/employment/uwgb-campus-community-resources/) website. For Campus Safety information, see our [University Police](http://www.uwgb.edu/publicsafety/) website and our [Annual Security Report](http://www.uwgb.edu/public-safety/clery/annual-security-and-fire-safety-report/). This report includes statistics about reported crimes, as well as information about crime prevention and campus security policies and procedures. Please contact the Office of Human Resources at (920) 465-2390 if you would like a paper copy.