Position Title: Assistant or Associate Professor of Mathematics
Department: Mathematics and Computer Science
Reports To: Chair of the Department
FLSA Designation: Exempt
Bargaining Unit Position: N/A
Date Written/Revised: June 2013

POSITION SUMMARY:
This position is a tenure track faculty position for someone who has experience teaching developmental and introductory mathematics courses and with diverse and evidence-based pedagogies to meet the learning objectives of diversely prepared students. This individual will take the lead in revising and enhancing our developmental and early mathematics courses at Fisk University, including but not limited to their conversion to a modular and to blended formats. The optimum candidate will also have experience with Supplementary Instruction or Peer Led Team Learning strategies to assist this student population in achieving mastery of pre-requisites for upper level courses in Mathematics and in the Natural Sciences.

ESSENTIAL FUNCTIONS:

Academic Year: Develop, teach/assess innovative developmental mathematics courses that engage evidence-based strategies demonstrated to enhance and accelerate, and mentor discipline faculty in the teaching of developmental biology courses. Serve as liaison with tutors and Supplementary Instruction/ Peer Led Team learning instructors in complementary learning initiatives linked to these developmental and early mathematics courses.

Summer: Revise and update courses based on faculty assessments and formative input from an external Evaluator. Lead, or co-lead, faculty development workshops for stipended faculty involvement to diversity pedagogical skills in mathematics

SECONDARY FUNCTIONS:
Secondary functions include participating fully in the life of Fisk University, meeting all faculty obligations for teaching and service, and for using lessons learned in the newly developed courses as content for sharing nationally in publications and presentations at national meetings.
Secondary functions also include interacting productively with Student Support Services, particularly the LEAD and AESP student academic support programs that identify and monitor tutoring and Supplementary Instruction practices.

**ORGANIZATIONAL RESPONSIBILITY:**
No direct reports. Serve as fully engaged faculty member in the discipline of Mathematics in the Department of Mathematics and Computer Science

**SPECIFIC JOB KNOWLEDGE, SKILLS, ABILITIES AND QUALIFICATIONS:**

*Education:* PhD

*Experience:* At least three years post-PhD teaching experience with evidence of expertise in teaching developmental and early mathematics courses and with diverse pedagogical strategies. Experience in leading faculty/teacher workshops also preferred.

*Licenses or Certificates:* None required.

**ADDITIONAL REQUIREMENTS:** A background and credit check will be required of the successful applicant. An official transcript (if applicable) and names, addresses and phone numbers of three (3) references will be required of the successful applicant.

**PHYSICAL DEMANDS:**
While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to handle or feel; reach with hands and arms; talk and hear. The employee may regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

**WORK ENVIRONMENT:**
Normal faculty-lead classroom conditions. The noise level in the work environment is usually moderate.

This job description is not an exclusive or exhaustive list of all job functions that an employee in this position may be asked to perform from time to time.