

NOTRE DAME COLLEGE JOB OPPORTUNITY Notre Dame College, a Catholic institution in the tradition of the Sisters of Notre Dame, educates a diverse population in the liberal arts for personal, professional and global responsibility.

Title: Spanish Faculty

Division of Arts and Humanities

Status: Part-Time

Deadline to Apply: Monday, August 2, 2021

Start Date: August 30, 2021, to December 16, 2021

SP 101-A Basic Spanish I M/W/F 11:00-11:50

SP 201-A Intermediate M/W/F 10:00-10:50

CLASSIFICATION: Faculty RESPONSIBILITIES: Design and teach courses on campus, develop course curriculum, demonstrate commitment to student success, and assess student learning outcomes.

QUALIFICATIONS: Earned master's from a regionally accredited institution within the field of Spanish, or in related field with emphasis in the specialization/discipline. Minimum of 1 year of collegiate teaching experience using learning management systems on-campus, with relevant industry/professional experience in the field. Outstanding written and oral communication skills.

REQUIREMENTS: Collaborate with full-time faculty and instructional design experts to develop on - campus, Spanish courses based on established program and course learning outcomes. Prepare and deliver engaging on campus lessons to students. Develop and moderate classroom forums to foster critical and creative thinking. Maintain high academic standards for on- campus environment. Grade and evaluate students' academic work within the time frame set forth by NDC policy. Offer systematic feedback to guide student learning and success. Comply with College, Divisional and Department guidelines and expectations. Respond to students in a timely manner and reply to communication from students within 24 hours Monday – Friday/minimum. Attend discipline specific and administrative meetings for adjunct faculty. Participate in professional development to enhance teaching skills and maintain subject-matter expertise.

Nestled on 48 scenic, wooded acres in a suburb just 25 minutes from Cleveland, Notre Dame College offers a blend of quiet campus life and big city adventure. Home to some of the country's best restaurants, medical facilities, museums, sports teams, and amusement parks, Cleveland is an affordable city with major appeal.

HOW TO APPLY: Please send a resume or curriculum vitae, cover letter and three professional references to: [careers@ndc.edu](mailto:careers@ndc.edu). Candidates will be interviewed by appointment through Zoom, Microsoft Teams, or at the South Euclid, Ohio campus. Only candidates who meet all the specified criteria will be invited to interview