

Instructional Professional

Hugh Downs School of Human Communication

Job# 16753

The Hugh Downs School of Human Communication seeks an Instructional Professional to serve as Assistant Director of Forensics and to teach a variety of upper and lower division undergraduate courses in communication during the 2021-22 Academic Year (August 16, 2021 – May 15, 2022).

In addition to teaching communication courses, the Instructional Professional will coordinate the student support functions to meet the needs of our award-winning Forensics program. Under the administrative direction of the Director of Forensics, this position will provide guidance to students, provides forensics-related operations support, and assists with resolving inquires and unexpected situations.

The Instructional Professional position is a full-time, benefits-eligible fixed-term appointment with no tenure implications. Subsequent annual renewal is possible contingent upon satisfactory performance, availability of resources, and the needs of the university. By policy, the successful candidate must be eligible to work in the United States by time of hire

Department Statement

The Hugh Downs School of Human Communication offers BA, BS, MA, and Ph.D. degrees. The School is composed of approximately 24 distinguished interdisciplinary faculty recognized for teaching and research excellence in areas of Human Communication including: health communication, intercultural communication, interpersonal communication, organizational communication, performance studies, critical/cultural studies, and rhetoric. The School's mission aims to produce transdisciplinary and interdisciplinary scholarship and teaching that respond to pressing issues in the world today. We invite you to learn more about the Hugh Downs School of Human Communication and Arizona State University by visiting <https://humancommunication.clas.asu.edu/> and <https://newamericanuniversity.asu.edu/>, respectively.

Learn more about what The College of Liberal Arts and Sciences has to offer by visiting <https://thecollege.asu.edu/faculty>.

Working Environment

- This is an academic/9-month position that requires for the employee to be based locally in order to work on the Tempe campus and to be able to attend meetings
- Occasional evening and weekend work and travel will be required
- This position may be required to supervise others

Essential Duties

Related to Forensics (60%)

- Coaching the ASU Forensics Team

- Coordinate practice speeches, hold regular coaching hours, assist in topic development, train students in event and genre specific norms and techniques, and provide input on tournament scheduling
- Travel to tournaments both regionally and nationally (including the ability to drive rental vehicles to tournaments)
- Aid in off-campus recruiting efforts
- Assist in the administration of high school and college tournaments ASU hosts

Related to Teaching (40%)

- This position will be required to teach a total of four (4) undergraduate Communication courses per academic year (two (2) courses per semester)

Minimum Qualifications

- Master's degree in **Human Communication** (not mass or media) by the time of appointment or 2 years graduate coursework in **Human Communication**
- Experience as a competitor, judge, and coach in competitive speech events
- Must possess a valid Arizona driver's license (minimum of Class D) upon employment and maintain throughout employment. Post-offer of employment, selected candidate must possess an acceptable driving record which is 5 or fewer points in the most recent 39 month period from date of hire
- Demonstrated teaching effectiveness in human communication courses at the university level
- By policy, the successful candidate must be eligible to work in the United States by time of hire

Desired Qualifications

- Experience in university forensics administration and workshops
- Experience as a competitor, judge, and coach in competitive debate events
- Experience working with online university systems including Canvas, Zoom
- Demonstrated success meeting the needs of diverse student populations and/or reaching out to diverse communities

How to Apply

To apply, please submit the following:

- A cover letter detailing your qualifications and teaching experience
- A current curriculum vita
- The names, addresses or email addresses, and phone numbers for three professional references
- A statement of the candidate's potential contributions to diversity at ASU.

Application materials should be sent electronically using this link: <https://apply.interfolio.com/86916>

The initial deadline to apply is Friday, June 11, 2021. If not filled, applications will be evaluated every week thereafter until the search is closed.

For Additional Information

Email search committee chair: Dr. Adam Symonds, Director of Forensics, at asymonds@asu.edu

The College values our cultural and intellectual diversity, and continually strives to foster a welcoming and inclusive environment. We are especially interested in applicants who can strengthen the diversity of the academic community.

A background check is required for employment.

Arizona State University is a VEVRAA Federal Contractor and an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, protected veteran status, or any other basis protected by law.

(See <https://www.asu.edu/aad/manuals/acd/acd401.html> and <https://www.asu.edu/titleIX/>.)

In compliance with federal law, ASU prepares an annual report on campus security and fire safety programs and resources. ASU's Annual Security and Fire Safety Report is available online at <https://www.asu.edu/police/PDFs/ASU-Clery-Report.pdf>. You may request a hard copy of the report by contacting the ASU Police Department at 480-965-3456.