**California State University, Long Beach**

**College of Liberal Arts**

**Department of Romance German Russian Languages and Literatures**

**Language Program Coordinator/Part Time Lecturer**

**Recruitment #:** 16/17-PTL-RGR-LANG COOR

**Position:** Language Program Coordinator/Part Time Lecturer

**Effective Date:** Fall Semester: August 17, 2016 – December 22, 2016

Spring Semester: January 23, 2017 – May 26, 2017

**Salary Range:** Commensurate with qualifications and experience

**Minimum Qualifications**

* Appropriate terminal degree in a discipline represented among the languages and MA programs of Romance, German, Russian Languages and Literatures (French, German, Italian, Spanish)
* Ability to coordinate the department’s lower-division language program
* Ability to supervise and mentor Teaching Associates and part-time language instructors
* Demonstrated potential for effective teaching at the university level appropriate to the assignment
* Commitment to and/or expertise in educating an ethnically and culturally diverse student population

**Desired/Preferred Qualifications**

* PhD (ABD acceptable) in a discipline represented among the languages of the MA programs in RGRLL
* Experience teaching Methodology and/or SLA courses
* Demonstrated experience with current online systems (BlackBoard, D2L, Online student management systems, etc.)
* Experience using technology in hybrid, online or face-to-face language courses

**Duties**

* Supervise, train and evaluate Teaching Associates and part-time instructors
* Teach the course on Teaching Methodology (RGR 601) and/or SLA (RGR 424/524)
* Teach first- and/or second-year language courses in language of competence (French, German, Italian or Spanish)
* Prepare and conduct 3-day (Fall) and 1-day (Spring) pre-semester orientation and two ½-day workshops each semester
* Work with language lab director, Technology Lab and other offices on campus

**Required Documentation**

* Letter of application indicating the specialized area(s)
* Resume or curriculum vitae, including a current email address
* Three signed current letters of recommendation (within the last 3 years, at least two of which must be from an off-campus reference)
* Copy of transcript from institution awarding highest degree
* Finalist will be required to submit signed SC-1 form and official transcript
* The University requires that the successful candidate complete a background check (including a criminal records check) prior to assuming this position.

**Application Deadline**

Position open until filled (or recruitment cancelled); Review of applications begins on July 15, 2016

Application, required documentation, and/or request for information should be addressed to:

Dr. Markus Muller

Dept. of RGRLL

California State University, Long Beach

1250 Bellflower Blvd. MS 2009

Long Beach, CA 90840-2009

562/985-2670 or 562/985-4318, [markus.muller@csulb.edu](mailto:markus.muller@csulb.edu)

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