COURSE INSTRUCTOR POSITION AVAILABLE

Term Adjunct appointment anticipated for Winter Term 2024

WRIT 225/3.0 – Writing for Research, Analysis and Reflection

Arts and Science Online

Queen's University, Kingston, ON CAN K7L 3N6

Arts and Science Online in the Faculty of Arts and Science at Queen’s University invites applications from suitably qualified candidates interested in teaching WRIT 225/3.0 – Writing for Research, Analysis and Reflection. This is an online undergraduate course with an expected enrolment of 95 students. The instructorship involves anticipated delivery of the course in the Winter term. This is a term appointment for the period of January 1, 2024 until April 30th, 2024 with the course in session from January 8, 2024 until April 8, 2024 and the (tentative) exam session from April 11, 2024 until April 25, 2024.

Candidates should have an MA or PhD in Writing Studies, English Literature, and/or Education and teaching experience at the university level in writing, composition, communications, or a related discipline as well as experience working within an online learning management platform (such as Moodle, D2L, onQ). Candidates should also have a background in substantive, stylistic, and copy editing and experience in course design, development, and online delivery.

As this course is being offered online, in addition to expertise in the relevant academic subject, a successful candidate as the course Instructor will need to:

- be comfortable with working in partnership with Arts and Science Online in the delivery of the course
- have regular access to high-speed internet and a computer that meets current specifications
- be open to learning how to use new technologies in order to be effective in the virtual environment
- be willing to take an active role in delivering the course and communicating regularly with students
- be willing to provide students with timely and constructive feedback
- be flexible in terms of availability, which may include offering online office hours via the web at times outside of the regular 9-5 work week, and
- be comfortable supervising a team of Teaching Assistants.

The online course is already developed, so teaching duties would primarily consist of assisting in updating those materials, engaging students throughout the course to facilitate their learning, and providing effective feedback. Support from Arts and Science Online will be provided to assist in the management of course activities.

The University invites applications from all qualified individuals. Queen’s is strongly committed to employment equity, diversity and inclusion in the workplace and encourages applications from Black, racialized/visible minority and Indigenous people, women, persons with disabilities, and 2SLGBTQ+
persons. All qualified candidates are encouraged to apply; however, in accordance with Canadian immigration requirements, Canadian citizens and permanent residents of Canada will be given priority.

The University will provide support in its recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant’s accessibility needs. If you require accommodation during this process, please contact: Wanda Beyer at wb26@queensu.ca.

The academic staff at Queen's University are governed by the Collective Agreement between the Queen's University Faculty Association (QUFA) and the University, which is posted at https://www.queensu.ca/facultyrelations/qufa/collective-agreements-lous-moas.

To comply with federal laws, the University is obliged to gather statistical information as to how many applicants for each job vacancy are Canadian citizens / permanent residents of Canada. Applicants need not identify their country of origin or citizenship; however, all applications must include one of the following statements: “I am a Canadian citizen / permanent resident of Canada”; OR, “I am not a Canadian citizen / permanent resident of Canada”. Applications that do not include this information will be deemed incomplete.

Applications should include a complete and current curriculum vitae, letters of reference from two referees, and any other relevant materials the candidate wishes to submit for consideration such as a letter of intent, teaching dossier, etc.

Please arrange to have applications and supporting letters sent electronically to meghan.holmb@queensu.ca

Meghan Holmberg, Departmental Administrator Re: WRIT 225

Queen’s University

Kingston Ontario Canada K7L 3N6

Arts and Science Online, Faculty of Arts and Science, Queen’s University,

Applications will be received until August 31, 2023. Review of applications will commence shortly thereafter, and the final appointment is subject to budgetary approval. Additional information about Arts and Science Online can be found at http://www.queensu.ca/artsci_online/

WRIT 225 Course Description:

Writing for Research, Analysis, and Reflection  Units: 3.00
This course enables students to develop a clear, concise writing style while enhancing their critical thinking, research, reflective writing, teamwork, and presentation skills. Students may choose from a number of assessments - including reviews, personal essays, and research proposals - according to their interests and writing goals.

Learning Hours: 114 (36 Online Activity, 78 Private Study)