



Assistant Professor of Mathematics

FACULTY JOB DESCRIPTION

DEPARTMENT: INDIGENOUS LIBERAL STUDIES
CLASSIFICATION: EXEMPT- FULL/TIME FACULTY (10-MONTHS)
REPORTS TO: INDIGENOUS LIBERAL STUDIES DEPARTMENT CHAIR
LAST UPDATED: 12/5/2018

Summary of Responsibilities: The Indigenous Liberal Studies Department invites applications for a full-time assistant professor in mathematics with a proven background in teaching developmental math (pre-college), college math, and statistics. Candidates who specialize in teaching quantitative skills within an art school environment are encouraged to apply. Knowledge of Quantway – Caregie Math Pathways curriculum is valuable for any candidate. The incumbent will actively participate in the Achieving the Dream initiative as a member of the Pathways committee. Successful candidates will demonstrate knowledge and experience working with and for Indigenous people. Candidates will teach developmental and undergraduate courses in a variety of quantitative reasoning topics and will assist with the development, implementation, and review of Indigenous studies curriculum. Participation and engagement with local, national, and international Indigenous communities and learning communities is expected. As is expected of all employees, the successful candidate will support IAIA's mission, vision and core values. Knowledge of the Tribal College movement and experience with American Indian and Alaska Native artists and cultures is highly desirable.

Essential Functions:

- Teach math education curriculum as assigned.
- Teach three courses per semester.
- Keep the appropriate number of office hours per week.
- Provide students with proficient advising and mentorship in the Indigenous Liberal Studies degree Program and career opportunities.
- Participate in educational and professional activities within the IAIA.
- Participate in curriculum development.
- Participate in various administrative tasks related to the ongoing development and operation of the Indigenous Liberal Studies Department as assigned.
- Maintain on-going professional practices and demonstrate a recognized standing in the mathematics field.
- Participate in assigned committee work and meetings.
- Participate in as required/assigned in all assessment and/or accreditation activities.
- Participate in all required activities during in-service periods.
- Maintain adequate facilities for the Program and the delivery of required courses.
- Collaborate with related departments.
- Other duties as assigned by the Department Chair or Academic Dean.

Required Education: Master's degree required AND 18 graduate credit hours in Math education and two years of relevant teaching in Math and Critical Skills at the college level. Doctoral degree preferred.

Required Competencies (Skills/Knowledge and Abilities):

- Knowledge of best practices in developmental and college level math education.
- Knowledge of Academic Technologies.
- Excellent and proven communication and problem-solving skills as it relates to instructional responsibilities.
- Proven ability to communicate clearly and effectively with all levels and with all peoples and groups.
- Proven ability to interact and work successfully with faculty, students and staff as related to job responsibilities.
- Demonstrated ability and willingness to adapt teaching style towards learning outcomes.
- Demonstrated ability and willingness to support Program goals and objectives and take a leadership role in further developing strategic goals of the ILS Department.
- Demonstrated ability to guide and facilitate students through a process of knowledge and skill building.
- Demonstrated sensitivity towards Native American culture and an ability to motivate and teach students from diverse ethnic backgrounds.
- The faculty member must adhere to appropriate professional standards of conduct and ethics, including:
 - confidentiality
 - integrity, and honesty
 - compliance with directives
 - cooperate and work respectfully with others
 - participate in meetings as required
- Ability to adapt quickly and effectively to changes in the work environment.
- Ability and skill to demonstrate a pleasant, courteous, and professional demeanor and presence at all times.
- Ability to respond to requests in a timely manner.
- Excellent communication skills using the spoken and written word.
- Ability to work with moderate supervision, to begin assignments independently (or as assigned), and to bring assignments to conclusion on a timely basis.
- Demonstrate compliance with all applicable and essential IAIA policies, processes and/or procedures.
- Ability to perform other duties as assigned.
- **Working Conditions:**
- Ability to instruct for extended periods of times, in a classroom environment.
- Effective communication skills using the spoken and written word to a wide range of audiences, but in particular to college students and faculty colleagues.
- Ability to see, view, review and wide range of relevant academic information.
- May be asked by Department Chair/Dean to perform other duties.
- Performance evaluation will be assessed on academic results as described herein.
- The Dean in conjunction with the Department Chair, reserves the right to revise this job description at any time, with or without notice.
- The job description is not a contract for employment.
- Deadline:
- Start Date: August 2019.