

## **Martin Methodist College Biology Position**

Martin Methodist College invites applications for a fulltime position in Biology, with a strong background in Botany. Master's degree and teaching experience required; doctorate preferred. Minimum of three years' teaching experience in online/hybrid delivery. Rank determined by credentials. This position supports general education, but also majors and minors in Biology, Chemistry, Nursing, and Public Health Education.

Qualified candidates should provide the following information to be considered: A copy of the candidates CV, a list of three referees, and academic transcripts from all institutions attended (unofficial transcripts can be used for the application process, but official transcripts will be required prior to any offer of employment). This is a tenure track position depending upon rank. Screening of applications begins March 1, 2021.

### General Responsibilities:

- May be required to teach in the evening program, independent study, and problem courses as part of standard load.
- Post and maintain not less than twelve (12) office hours per week.
- Mentor, advise, and assist students.
- Abide by the College policies as stated in the Faculty Handbook and Employee Handbook.
- Foster partnerships and internship opportunities in the community.
- Prepare and deliver instruction (classroom, lab settings, TEAMS, on-line) to undergraduate students as well as course materials, such as syllabi, homework assignments, and handouts.
- Place a syllabus for each course in CAMS; follow the syllabus guide included in the Faculty Handbook.
- Maintain attendance and other required records in CAMS.
- Develop, assess, and modify curricula as needed.

Applications and nominations should be sent to the office of the Provost:

Dr. Judy Cheatham  
Martin Methodist College  
433 West Madison Street  
Pulaski, TN 38478

For electronic submissions:

Email: [ebass@martinmethodist.edu](mailto:ebass@martinmethodist.edu)

Submit application materials electronically or via U.S. Mail. No phone calls, please.

Founded in 1870, Martin Methodist College is a four-year liberal arts college related to the Tennessee Conference of the United Methodist Church. On an historic campus located in Pulaski, Tenn., in the beautiful hills of southern Middle Tennessee, the college is convenient to both Nashville (70 miles to the north) and Huntsville, Ala. (40 miles to the south).

<http://www.martinmethodist.edu/>

