

Call for Applications: Faculty Fellow for Lecturers/Lecturer Liaison

Fall 2020-Spring 2022

Applications due Friday, April 10, 2020

The **Lecturer Faculty Fellow/Liaison** will work with the **Faculty Center Director and the Associate Vice President of Faculty Affairs** to increase communications to and enhance professional development opportunities for lecturers. The **Lecturer Faculty Fellow** will assume the following responsibilities:

The Faculty Fellow will:

- Maintain a robust communication infrastructure for lecturers in order to foster community among lecturers, including Moodle Community, the Faculty Center's Lecturer Resources webpage, and the lecturer email account (lecturers@csusm.edu);
- Gather and publicize relevant information from units and individuals across campus through individual communications and attending events on campus (i.e., forums, convocation, all-faculty meetings, academic senate, and/or faculty center events, etc.);
 - Information should include information such as professional development opportunities for lecturers, lecturer achievements, announcements of campus community developments relevant to lecturers, and contributions lecturers make to the campus community.
- Organize orientations for new lecturer faculty and WPAF trainings for lecturers preparing files for review, in collaboration with the Faculty Center Director;
- Lead the creation and promotion of activities within the Faculty Center geared towards lecturers (e.g. informal lecturer gatherings, lecturer representative meetings);
- Develop and maintain cross-unit partnerships, including Academic Senate leadership and lecturer Senators, College Lecturer Advisory Committees, and Directors/Department Chairs;
- Communicate regularly with the Associate Vice President of Faculty Affairs to share lecturer concerns and emerging issues;
- Provide ongoing recommendations to the Faculty Center Director regarding lecturer inclusion and support at CSUSM;
- Meet with Faculty Center Director and other Faculty Fellows regularly;
- Report to the Faculty Center Advisory Council (FCAC) at monthly meetings;
- Prepare a yearly report of activities.

Eligibility: Any full-time or part-time lecturer with a 3-year contract at CSUSM is eligible to apply. Strong applicants will have the following:

- Familiarity with the overall campus climate, specifically with issues related to lecturers' working conditions;
- Demonstrated success in working collaboratively with others;
- Skills and experience necessary to develop and coordinate workshops and events;
- Established network on campus spanning a number of organizational units in order to facilitate communication channels and facilitate communication with and between lecturers;
- Strong interpersonal communication and organizational skills;

- Demonstrated intercultural competence with diverse groups and understanding and appreciation of the diverse make-up of our faculty, staff and students.

Time Commitment: The **Lecturer Faculty Fellow/Liaison** should be prepared to serve in this position for two years (2020-21, 2021-22) with the option of a one-year extension, at the discretion of the Faculty Center Director and Faculty Center Advisory Council. The position will require approximately 9 hours per week of work during academic semesters. Some summer work will be required to plan for fall orientation.

Compensation: The Lecturer Faculty Fellow/Liaison will be appointed to 3 WTUs each semester at the standard replacement rate for the academic year. A small summer stipend will be available for summer work.

To apply: Please visit this [link](#).

Questions? Contact Allison Carr acarr@csusm.edu or Sonia Perez at sperez@csusm.edu