

## **Job Announcement/Advertisement**

**History Faculty and Director of Creole Heritage Center. The Department of Criminal Justice, History, and Social Sciences at Northwestern State University of Louisiana** seeks an applicant for the position of tenure track Assistant Professor of History and Director of the Creole Heritage Center (CHC). This is a 12 month position. Ph.D. and experience in teaching classroom courses required. Emphasis in African American and United States history, 1877-1945 preferred. The successful applicant will teach 3 courses per semester and serve as the Director of the Creole Heritage Center. This will be a split appointment, requiring teaching 3 courses each semester and directing the day-to-day operations of the CHC This will entail liaising with the Creole community, stakeholders, and the board of directors.

The purpose of the Creole Heritage Center is to promote, foster, and engage in activities and endeavors that relate to Creoles and their culture. There are numerous Creole groups in Louisiana, including 28 currently identified communities. The Creole Center serves as a central clearinghouse and information bank for these communities and for those seeking knowledge, understanding, and appreciation of Creoles and their culture. It also functions as an office of support to national Creole communities and organizations, offering advice and assistance in matters that affect Creoles.

Preferred start date August 2021. Send letter of application, official transcripts, vita and two letters of recommendation to Dr. Mark Melder, Department of Criminal Justice, History, and Social Sciences, Northwestern State University, Natchitoches, LA 71497. Position is open until filled.

Northwestern State University does not discriminate on the basis of race, color, gender, religion, sexual orientation, national origin, disability, genetic information, age, pregnancy or parenting status, and veteran or retirement status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following individuals have been designated to handle inquiries regarding non-discrimination policies (i.e., Title IX):

- Employees/Potential Employees - Veronica M. Biscoe, EEO Officer (318-357-6359)
- Students-Francis Conine, Dean of Students (318-357-5286)

For Americans with Disabilities Act (ADA) concerns, contact the Disability Support and Tutoring Director, Randi Washington, at 318-357-4460.

Additionally, Northwestern complies with the Jeanne Cleary Disclosure of Campus Security Policy & Campus Crime Statistics Act. Information about NSU's campus security and crime statistics can be found at <http://universitypolice.nsula.edu/annual-security-report/>. Full disclosure statement: <http://universityplanning.nsula.edu/notice-of-non-discrimination/>

*\*Inquiries regarding employment application status should be made to the individual receiving the application packet.*

## **Distribution Plan for Advertising**

The "Job Advertisement" will be sent to LAWorks.net. H-NET.Org/jobs, Higher Ed Jobs, Chronicle of Higher Education, American Historical Association job list

## **Job Description**

**Assistant Professor and Director of the  
Creole Heritage Center  
Department of Criminal Justice, History, and Social Sciences**

**Reports to:** Department of Criminal Justice, History, and Social Sciences Department Head

**Duties and responsibilities:**

- Teach 3 courses per semester.
- Serve as Director of Creole Heritage Center
- Maintain and develop ties with the Creole community, the board of Directors, outside funding agencies, and the University community.
- Have demonstrable organizational skills.
- Be committed to excellence in teaching, service, and professional growth, and scholarship.
- Teach online and face-to-face courses.
- Submit course outlines and objectives.
- Maintain class schedules.
- Utilize a variety of proven teaching methods appropriate to targeted domain of learning.
- Evaluate students and report progress.
- Participate in periodic review of course materials.
- Maintain appropriate expertise and competencies through continuing professional development and pursuit of scholarly activities.
- Demonstrate knowledge of school goals and objectives.
- Participate in faculty meetings and serves on all appropriate program and Department of Criminal Justice, History, and Social Science committees.
- Participate in scholarly activities including grant writing, research, scholarly publications, and presentations.
- Maintain confidentiality in accordance with federal laws and program policy.
- Serve as an advisor and mentor for History students in the Department of Criminal Justice, History, and Social Sciences.
- Represent school in professional manner in all activities.
- Engage in professional service.

**Qualifications:**

- Hold a PhD in History, in the preferred specialty.
- Shall be effective in teaching the assigned subject material.
- Shall meet the required standards defined by the University.
- Shall be proficient in curriculum development, instruction, evaluation, and academic counseling.

**Justification**

The person hired for this position will be utilized in teaching History courses and serving as Director of the Creole Heritage Center.