FACULTY – GRAPHIC DESIGN
FULL-TIME FACULTY POSITION

JOB DESCRIPTION
The Art Department at Villa Maria College is currently accepting applications for a full-time teaching position in the Graphic Design program beginning in Fall 2016. Fall classes begin in August 2016 and run through December 2016.

The faculty member will teach undergraduate courses in Graphic Design in support of Villa Maria College’s associate-degree and bachelor-degree Graphic Design programs. The faculty member will provide quality instruction, develop and refine curriculum, serve as an academic advisor for students in the program, participate in recruitment activities, serve on Department and College committees, participate in program assessment, and remain current in the field.

ESSENTIAL RESPONSIBILITIES:

- Teach a minimum of 7 courses in Graphic Design per academic year.
- Provide student-centered instruction in Graphic Design courses.
- Provide direction and climate for effective learning.
- Design means of evaluating and improving the teaching/learning process in the classroom.
- Pursue professional development and growth.
- Review and develop curricula.
- Serve as academic advisor to students.
- Participate in program assessment activities.
- Submit required reports to appropriate offices.
- Inform the Department Chair about absence from class.
- Attend scheduled program meetings and maintain regular office hours.
- Develop plans for the use of equipment, instructional aids and supplies.
- Assist in the development of grant materials related to the Graphic Design program or relevant to the faculty member’s role and duties at the College.
- Assist in the preparation of program and recruitment materials and participate in recruitment activities.
- Review and update specific program library holdings.
- Serve on committees of the College.
- Assist and participate in any other activities related to the respective program;
- Assist the Department Chair in assessing the effectiveness of the program.
- Support the mission and objectives of the College.
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- Participate in College functions.
- Assume other work related responsibilities as assigned by the Department Chair, the Vice President for Academic Affairs, or the President or his/her designee as needed to meet the needs of the College mission.

ESSENTIAL QUALIFICATIONS:
- Master of Fine Arts degree or its equivalent in Graphic Design or a related field.
- Evidence of teaching experience at the college level.
- Ability to teach basic, intermediate and advanced graphic design courses.
- In-depth knowledge of the fundamental and advanced principles and theories of visual communication, typography, professional practices, print production, and the history of graphic design. Web design and motions graphics skills are a plus.
- Proficiency with industry standard software and technologies including Adobe Creative Cloud.
- Outstanding communication skills. Must be able to interact and communicate effectively with students.
- Strong commitment to learn and be self-motivated.
- Excellent managerial skills.

SALARY: Negotiable

APPOINTMENT: August 2016.

PLEASE COMPLETE THE ON-LINE APPLICATION PROCESS FOUND AT:
jobs.villa.edu

When you have completed the on-line application process your information will be forwarded to the Search Committee for their review. The Search Committee will carefully review each resume and select the strongest candidates. Once the selection process is completed, qualified candidates will be contacted for an interview.

EOE

Internal Posting Deadline: Review will begin immediately and will continue until the position is filled.
External Posting Deadline: Review will begin immediately and will continue until the position is filled.