

## **POSITION ANNOUNCEMENT FOR CHAIR OF BIOLOGICAL SCIENCES AT THE UNIVERSITY OF TENNESSEE AT MARTIN**

Chair, Department of Biological Sciences. This is a tenure-track position with the rank of professor or associate professor. The position is a twelve-month appointment with 50% administrative responsibilities and 50% faculty responsibilities.

**Starting date:**

July 1, 2020

**Qualifications:**

- A Ph.D. in a biological science
- An understanding of and an appreciation for the diversity of biological areas within the department
- Demonstrated teaching excellence with a strong commitment to undergraduate education
- Strong leadership with effective communication and interpersonal skills
- Hold the minimum rank of associate professor at an accredited four-year institution
- Preference may be given to candidates who have academic administrative experience and who have taught introductory biology

**Responsibilities:**

- Provide progressive and effective leadership of the department
- Facilitate communication in the department in a manner that encourages teamwork and maintains departmental collegiality
- Assume a leadership role in assisting, advising, and mentoring junior faculty especially with respect to the tenure and promotion process
- Prepare year-end performance and assessment reviews of staff and faculty that are impartial, thoughtful, and accurate
- Develop a Departmental budget that reflects the needs of the faculty
- Identify staffing needs (Departmental administrative, tenure-track, and adjunct) and effectively articulate these to the Dean
- Develop an effective and efficient teaching schedule for the faculty
- Assist faculty in the development of active research programs and facilitate opportunities for undergraduates to engage in research with faculty
- Collaborate effectively with other Departments within the college and university, as well as stakeholders in the community and surrounding region
- Work with faculty to develop a long-range plan by identifying areas of potential growth and advocate for resources necessary to achieve this growth
- Encourage recruitment and student engagement activities for future and current students as well as alumni
- Teach 6 credit hours per semester and participate in academic advising
- Engage in service consistent with the university mission
- Other duties as described in the Faculty Handbook or as assigned by the Dean and administration

**Salary:**

Commensurate with qualifications.

**The University:**

The University of Tennessee at Martin is a primary campus in The University of Tennessee system. The campus is located in northwest Tennessee, approximately 125 miles north of Memphis and 150 miles west of Nashville. The University of Tennessee at Martin has a combined graduate and undergraduate enrollment of approximately 7,300. The emphasis is solidly on excellence in teaching, undergraduate research and community outreach. We seek candidates who demonstrate a similar commitment. The Department of Biological Sciences includes 18 faculty members with approximately 250 undergraduate majors (over 25% of whom

are first-generation college students), and offers a Bachelor of Science degree in biology with concentrations in cell and molecular biology, organismal biology, and ecology and environmental biology. UTM operates the Reelfoot Lake Environmental Field Station approximately 40 miles from the main campus. The department is well-equipped to support laboratory-based teaching and research. In addition, the Department provides service courses to all academic programs across the UTM campus. For more information, please see the departmental web site <http://www.utm.edu/departments/cens/biology/index.php>

**Application:**

Applicants must submit (1) a letter of application, (2) a current *curriculum vita*, (3) a statement of teaching philosophy, (4) a statement of administrative philosophy, (5) transcripts for all graduate degrees (official transcripts will be required at time of hire), and (6) names and contact information for 3-5 references. Applications should be submitted online (<http://www.utm.edu/departments/personnel/employment.php>). In order to be evaluated, applications must be complete. The Search Committee will begin evaluating applications on December 2, 2019 and will continue until the position is filled.

UT Martin is an EEO/AA/Title VI/Title IX/Section 504/ADA/ADEA employer. The University seeks to diversify its work force. Therefore, all qualified applicants, regardless of race, color, national origin, religion, gender, age, disability or Vietnam veteran status, are strongly encouraged to apply.