



ANNOUNCEMENT OF POSITION AVAILABILITY

Requisition #2008001428

Title: Assistant Professor of Criminal Justice, full-time, 9-month, tenure-track position with option of Program Manager and summer employment.

Effective Date: August 18, 2008

Starting minimum salary: \$37,012; Salary is negotiable based upon education and experience.

Qualifications: A Masters Degree in Criminal Justice or a related field (for example a law degree) by date of hire and two years of related work experience.

Preferred: Applicants with recent work experience in the New Mexico corrections system, ability to teach coursework in a related field such as social work, counseling, or substance abuse, experience teaching in a culturally diverse, rural community college setting, experience with dual enrollment high school students, and experience with course management systems such as WebCT for delivery of online instruction will be given preference. The ideal candidate will provide leadership in the field of Criminal Justice and demonstrate the following: excellent teaching skills, excellent written and oral communication skills, professional networking, creativity, collegiality, and a willingness to live and work in a rural and culturally diverse environment.

Job Description/Responsibilities: Teach 15 credit hours per semester/30 credit hours per academic year over two regular semesters to include day, evening, weekend, off-site, dual credit, and distance education courses. Specifically the occupant will develop and deliver at a minimum CJ 101, CJ 205, CJ 210, CJ 230 and CJ 250 as fully online courses using course management systems such as WebCT, work with college and local high school staff to recruit and instruct dual enrollment high school students. This position also serves as Program Manager for Criminal Justice with the following general duties and responsibilities: provide instruction in Criminal Justice; design, implement, assess, and evaluate the CJ program curriculum; manage program budget; develop and employ student learning outcomes assessment; recruit, advise, and mentor students; maintain student records; program accreditation; recruit, schedule, monitor and evaluate associate faculty; serve on college committees; provide information and reports requested by university administration and staff in a timely manner; network with local and regional corrections and criminal justice professional at the local, county and state level, implement a program advisory committee; other related duties as assigned.

Benefits: Group medical, dental, hospital, and life insurance; state educational retirement, employee or spouse partial tuition waiver, reduced tuition for dependent children at NMSU Las Cruces, unemployment and worker's compensation insurance.

Application: Review of applications will begin on March 17, 2008. Position is open until filled. A complete application consists of (1) signed letter of interest, (2) detailed resume, (3) set of all unofficial post-secondary transcripts, and (4) a list of five current professional references (include titles, addresses, daytime telephone numbers, and email addresses.) Incomplete applications will not be considered.

Offer of employment contingent upon verification of applicant's eligibility for employment in the U.S. and receipt of official transcripts.

Reply to: Joanna Torrez, NMSU Grants Campus 1500 Third Street, Grants, New Mexico 87020, e-mail jotorrez@nmsu.edu, telephone 505-287-6625, FAX 505-287-6681

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