



Montana State University
Bozeman

Professional Position
Vacancy Announcement



TEMPLATE – Tenure Track Assistant Professor Faculty

Search Number XX-XXX

Start Date XXX

Appointment Full-time (1.0 FTE) tenure track academic year appointment

Salary Salary commensurate with experience, education, and qualifications.

Benefits [Eligible](#)

Community Information Founded in 1893 as a Land Grant University, [Montana State University](#) (MSU) is composed of eight academic colleges and a graduate school and boasts a friendly, supportive faculty and campus environment. Currently, the University hosts an enrollment of over 15,000 students, including about 1,900 graduate students. MSU is classified as one of 108 U.S. Research Universities (very high research activity) by the Carnegie Foundation.

MSU is located in [Bozeman, Montana](#), an extended community of about 70,000 nestled in the Rocky Mountains in Southwest Montana. In addition to providing access to an extraordinary ecosystem for teaching and research programs, Bozeman is renowned for year-round recreational and cultural opportunities.

Named an All American City, Bozeman boasts high-quality medical facilities, a very low crime rate, many fine restaurants, acclaimed public and private schools, a symphony orchestra and choir, an annual opera, and nationally known events such as the Sweet Pea Festival of the Arts held in early August of each year. *Powder Magazine* identified Bozeman, with "three distinctly different" major ski resorts within an hour's drive, as the number one place to live and ski in its November 2010 Magazine. *Bizjournals.com* ranked Bozeman #2 on the list of American Dreamtowns - small towns that offer the best quality of life without metropolitan hassles. The K-12 educational system, growing reputation of Montana State University, and pristine natural environment of the area combine to make Bozeman one of America's most desirable university towns. Bozeman is located in the beautiful Gallatin Valley, 90 miles by road north of Yellowstone National Park.

Overview The Department of XXX invites applications for a tenure-track faculty position at the level of Assistant Professor. XX degree offerings include BS, MS, and PhD degrees. About XX BS students, XX MS students, and XX0 PhD students are enrolled. These students are supported by XX full time faculty. The department's research collaborators include faculty within other academic departments, campus research centers, and industry.

The faculty position to be filled is a full-time tenure track appointment with primary responsibilities in teaching, research, and service/outreach. The successful candidate will become an integral part of the XX program, with duties to include teaching courses in the department curriculum consistent with his or her background, working on program/curriculum development, developing a nationally recognized research program with extramural funding, and participating in professional and university outreach and service activities. Montana State University and the College of XX value diverse perspectives and hope to attract applicants who are committed to helping students from underrepresented backgrounds succeed.

Duties and Responsibilities The faculty member will be responsible for developing and maintaining an extramurally funded, nationally recognized research program and teach in his or her area of expertise within the broad field of SUBFIELD HERE. Applicants with interests in XXX, XXX, or XXX are especially encouraged to apply, although all specialties will be considered. The faculty member will participate in teaching undergraduate and graduate courses in his or her area of specialization and mentoring graduate and undergraduate students. The faculty member will also be responsible for providing service to the university and the XXX professional community.

Required Qualifications 1. PhD in XXX or related field;

- Preferred Qualifications**
1. Potential to conduct and publish high-quality and original research, as indicated by publication in peer-reviewed journals
 2. Demonstrated or potential ability to secure external funding
 3. Research program that complements and expands the department's current strengths; and
 4. Demonstrated ability to work with and engage diverse students and colleagues within and outside the XX program;
 5. Evidence of or potential for excellence in undergraduate and graduate teaching and mentoring

The Successful Candidate Will be a dynamic researcher and communicator who has excellent written and oral communication skills namely the ability to teach, inspire and mentor students; the ability to establish a XXX research program; an appreciation for diverse constituencies; and effective interpersonal skills including the ability to collaborate successfully with faculty, staff, and students.

Jessi Smith 6/17/2015 9:36 PM

Comment [1]: It is a good idea to inform candidates of the various opportunities on campus

Jessi Smith 6/17/2015 9:43 PM

Comment [2]: Notice no precise mention of a specific subfield is mentioned nor is any specific class for teaching. This will yield the greatest number of candidates. If a specific field is important, see duties below.

Jessi Smith 6/17/2015 9:39 PM

Comment [3]: This is one way to illustrate to candidates that we want someone attuned to inclusion and equity.

Jessi Smith 6/17/2015 9:47 PM

Comment [4]: "Potential" is a key word to include for assistant level positions. "Demonstrated" is for use in open-rank searches

Jessi Smith 6/17/2015 9:40 PM

Comment [5]: Including this in the preferred guarantees that the candidates will discuss this topic in their cover letter and that the committee can score on this factor.

Jessi Smith 6/17/2015 9:41 PM

Comment [6]: This is a "soft skill" that will be assessed at the time of the phone or campus interview.

- Additional Requirements** In accordance with MSU policy, hiring will be conditional upon successful completion of a pre-employment background check.
- Application Deadline** Screening of applications will begin on **XXX** and will continue to be accepted until the position is filled.
- Application Procedure** **To apply, submit the following:**
- **(1)** a letter of application addressing all of the above required and preferred qualifications, **and**
 - **(2)** a current curriculum vitae, **and**
 - **(3)** the names, addresses, telephone numbers and email addresses of three current references.

Jessi Smith 6/17/2015 9:42 PM
Comment [7]: If appropriate to your field, asking for names instead of letters can yield more applicants and better information on the reference checks.

Montana State University values diverse perspectives and is committed to continually supporting, promoting, and building an inclusive and culturally diverse campus environment. MSU recognizes the importance of work-life integration and strives to be responsive to the needs of [dual career couples](#).

Montana State University is an Affirmative Action and Equal Opportunity employer and educational institution. As such, the University does not discriminate in the admission, access to, or conduct of its educational programs and activities nor in its employment policies and practices on the basis of race, color, national origin (ancestry), sex, sexual preference/orientation, marital or parental status, age, creed, religion or political belief, mental or physical disability, or status as a veteran. In support of the University's mission to be inclusive and diverse, applications from qualified minorities, women, veterans, and persons with disabilities are highly encouraged.

Montana State University makes accommodation for any known disability that may interfere with an applicant's ability to compete in the hiring process or an employee's ability to perform the duties of the job. In compliance with the Montana Veteran's Employment Preference Act, MSU provides preference in employment to veterans, disabled veterans, and certain eligible relatives of veterans. To claim veteran's preference or request accommodation, contact the Office of Human Resources, PO Box 172520, Montana State University, Bozeman MT 59717-2520; 406-994-3651; hrrp_forms@montana.edu.

MSU's Affirmative Action Non-Discrimination Policy and Procedures can be located on the MSU Website: www2.montana.edu/policy/affirmative_action/