

Faculty Position Vacancy Announcement (PVA) and Ad Guidelines

Faculty PVA – Extended Position Description	Position Summary (Short Ad)
<p>Position: <i>(Must match approved College Strategic Plan.)</i></p> <ul style="list-style-type: none"> ➤ Rank ➤ Tenure or nontenure-track (renewable) ➤ Department/School/Division ➤ Area of specialization 	<p>Position: <i>(Must match approved College Strategic Plan.)</i></p> <ul style="list-style-type: none"> ➤ Rank ➤ Tenure or nontenure-track (renewable) ➤ Department/School/Division ➤ Area of specialization
<p>Primary Responsibilities:</p> <ul style="list-style-type: none"> ➤ Research ➤ Teaching (Undergraduate/Graduate) ➤ Service 	<p>Primary Responsibilities <i>(Abbreviated):</i></p> <ul style="list-style-type: none"> ➤ Research ➤ Teaching (Undergraduate/Graduate) ➤ Service
<p>Required Qualifications:</p> <ul style="list-style-type: none"> ➤ Degree (Ph.D. or equivalent) (by start date: <i>optional</i>) ➤ Professional experience ➤ Scholarly record, accomplishments ➤ Evidence of teaching effectiveness • Administrative experience (if applicable) 	<p>Required Qualifications<i>(Abbreviated):</i></p> <ul style="list-style-type: none"> ➤ Degree (Ph.D. or equivalent) (by start date: <i>optional</i>) • Professional experience • Scholarly record, accomplishments • Evidence of teaching effectiveness • Administrative experience (if applicable)
<p>Preferred Qualifications <i>(Include all that apply):</i></p> <ul style="list-style-type: none"> • Additional degrees, certifications, licenses • Professional experience • Scholarly record, accomplishments • Evidence of teaching effectiveness • Administrative experience 	<p>Preferred Qualifications <i>(Optional):</i></p> <ul style="list-style-type: none"> • Additional degrees, certifications, licenses • Professional experience • Scholarly record, accomplishments • Evidence of teaching effectiveness • Administrative experience
<p>Salary:</p> <ul style="list-style-type: none"> ➤ <i>Suggested Statement:</i> Competitive and commensurate with peer institution levels for rank and position and in keeping with candidate experience and credentials. ➤ Do not list actual salary or range. 	<p>Salary<i>(Optional):</i></p> <ul style="list-style-type: none"> • <i>Suggested Statement:</i> Competitive and commensurate with peer institution levels for rank and position and in keeping with candidate experience and credentials. • Do not list actual salary or range.
<p>Expected Start Date of Employment:</p> <ul style="list-style-type: none"> ➤ Month and year only 	<p>Expected Start Date of Employment:</p> <ul style="list-style-type: none"> ➤ Month and year only
<p>Credentials Required for Applicants <i>(minimum):</i></p> <ul style="list-style-type: none"> ➤ Letter of application ➤ Full curriculum vitae ➤ Contact information of at least three references • Transcript optional at this point in hiring process <p>Additional Credentials Required for Finalists:</p> <ul style="list-style-type: none"> ➤ Three current (dated within 1 year) letters of reference ➤ Transcript of highest degree (or program if ABD) <i>Official transcript required for Personnel File</i> 	<p>Credentials Required for Applicants <i>(minimum):</i></p> <ul style="list-style-type: none"> ➤ Letter of application ➤ Full curriculum vitae ➤ Contact information of at least three references • Transcript optional at this point in hiring process <p>Additional Credentials Required for Finalists:</p> <ul style="list-style-type: none"> ➤ Three current (dated within 1 year) letters of reference ➤ Transcript of highest degree (or program if ABD) <i>Official transcript required for Personnel File</i>
<p>Application Process:</p> <ul style="list-style-type: none"> ➤ For a complete job description & instructions on how to apply for this position visit https://bgsu.hiretouch.com/ or contact the Office of Human Resources, BGSU. In compliance with the ADA Amendments Act (ADAAA), if you have a disability and would like to request an accommodation in order to apply for a position with Bowling Green State University, please call 419-372-8421. 	<p>Application Process:</p> <ul style="list-style-type: none"> ➤ For a complete job description & instructions on how to apply for this position visit https://bgsu.hiretouch.com/ or contact the Office of Human Resources, BGSU.
<p>Descriptive Information:</p> <ul style="list-style-type: none"> ➤ BGSU (See Marketing & Communications) ➤ College and/or unit web site address • Description of School/Department/Program, BGSU • Department Fact Sheet printed on back of announcement if distributing at conferences or job fairs 	<p>Descriptive Information:</p> <ul style="list-style-type: none"> ➤ BGSU (See Marketing & Communications) ➤ College and/or unit web site address
<p>Required Affirmative Action Statement:</p> <ul style="list-style-type: none"> ➤ Bowling Green State University is an Affirmative Action/Equal Opportunity Educator and Employer. We are committed to fostering a diverse and inclusive environment and strongly encourage applications from women, minorities, veterans, and individuals with disabilities regardless of age, gender identity, genetic information, religion, or sexual orientation. 	<p>Required Affirmative Action Statement <i>(Abbreviated):</i></p> <ul style="list-style-type: none"> ➤ BGSU is an AA/EEO/Vet employer. We encourage applications from Women, minorities, veterans, and individuals with disabilities regardless of age, gender identity, genetic information, religion, or sexual orientation. <i>OR, if extreme cost and space limitations dictate:</i> ➤ AA/EEO/Disabilities/Veterans
<ul style="list-style-type: none"> ➤ Indicates required content. 	