



## Job Announcement

**Position Title:** Adjunct Instructor of Chemistry  
**Duty Station:** Kabul  
**Reports To:** Chair of the Division of Science, Technology and Mathematics  
**No. of Position:** 1 Position  
**Vacancy Number:** AF-005-2019

### **AUAF Background:**

The American University of Afghanistan (AUAF) is a private, non-profit university offering an American-style liberal arts education. We opened our doors in 2005 and currently offer four undergraduate academic majors and an MBA program. We follow a strict non-discriminatory policy and applicants from all ethnic, religious, and economic backgrounds are encouraged to apply. We are a young and growing dynamic university with a student population of nearly 1,100 and we hope to reach 1,250 students by the fall 2019 academic semester. We have expanded operations to the 75-acre international campus across the street from our original campus. Construction is ongoing for additional classroom and lab buildings to help meet the growing needs of our student population.

The American University of Afghanistan is seeking to fill a teaching adjunct positions in the section of Chemistry starting from August 2019. Applicants with previous teaching experience at University Level are welcome to apply, and we encourage in particular those with experience running Laboratory classes. As teaching in is the English Language, all candidates must have excellent English-language communication skills.

### **Position Description:**

This is a contracted adjunct position for one semester—renewable semester-to-semester upon mutual consent—to teach one or more courses in General Chemistry at the undergraduate level. Depending upon ability and experience and qualifications, a rank of Adjunct Instructor, Adjunct Assistant Professor or Adjunct Associate Professor will be assigned.

#### Key outcomes include:

- International quality teaching and learning

### **Duties and Responsibilities:**

Faculty fulfil the roles and responsibilities described in the Faculty Handbook and university policies and procedures that detail specific faculty duties for adjuncts. Major responsibilities are listed below.

With the exception of holidays, university closures, weekends, and other breaks, faculty are expected to be working on campus in Afghanistan during the base contract period. The base

contract period refers to an academic year consisting of two semesters, including pre- and post-semester faculty workshops and advising. The contractual period extends from one week before the start of the first semester to one day after spring graduation, event which faculty are recommended to attend.

#### Teaching and Mentoring

- Teach one or more undergraduate courses per term, evaluating student work and assessing student learning outcomes.
- Hold regular office hours and work with individual students, acting as academic mentor.
- Remain engaged and current in the academic profession and in their disciplines.

#### **Essential Qualifications:**

- Master degree in Chemistry or a very much-related discipline from a reputable university.
- At least three years of progressive work and teaching experience at university level within any of the qualifying fields is required.
- Excellent English-language communication skills.

#### **Submission Guideline:**

To apply, please send a single PDF document: a cover letter, curriculum vitae, statement of teaching purpose, a copy of all academic degrees, and contact information for two references to [facultyjobs@auaf.edu.af](mailto:facultyjobs@auaf.edu.af). Please include "**Adjunct Instructor of Chemistry**" in the subject line of the email.

#### **Application Deadline:**

All applications must be submitted on or before Apr 24, 2019. After reviews of the applications, formal interviews for the finalists will be set up on the AUAF campus.