



Faculty Position Announcement

Job Title: Full-time Academic English language instructor positions

Reports to: Director of the Academy

This position requires the successful candidate to work in Afghanistan

Founded in 2006 as a private, non-profit university, the American University of Afghanistan (AUAF) is a student-centered, innovative institution dedicated to educating Afghanistan's next generation of leaders. Committed to blending liberal learning and professional preparation, AUAF currently offers four undergraduate and two graduate degrees. We currently host 1,000 degree-seeking students.

The Academy program was founded in the fall semester of 2018 to prepare students in English language proficiency, academic integrity, and entry-level math and IT skills to succeed in English-only instruction in their undergraduate programs. The Academy is seeking qualified candidates for full-time positions in Academic English language instruction to begin in the fall semester 2019. Review of applications will begin immediately, and will continue until the position is filled. The job is located in Kabul, Afghanistan.

Position Summary

This regular faculty appointment is a full-time, nine-month, non-tenure-track faculty position, one-year, three-year renewable, with the potential to be converted to a multi-year position. Teaching responsibilities include a four/four teaching load consisting of intermediate and advanced level Academic English language courses. In addition to teaching and mentoring, AUAF faculty responsibilities include scholarship and university service.

Duties and Responsibilities

Faculty fulfil the roles and responsibilities described in the Faculty Handbook and university policies and procedures that detail specific faculty duties. 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, which full-time faculty are required to attend.

Teaching and Mentoring

- Teach up to four pre-university non-credit courses (12-15 contact hours) per semester, evaluating student work and assessing student learning outcomes.
- Participate in weekly team meetings.

- Hold regular office hours and work with individual students, acting as academic mentor.
- Remain engaged and current in the field.
- Assist in orientation and test administration.

Scholarship

- Remain scholarly active, contributing scholarship that goes beyond professional engagement to include the creation of intellectual products that are available to internal and/or external audiences.

University service

- Contribute to the overall well-being and development of the university.
- Service to the university includes both internal activities and external outreach on the behalf of the institution.
- Service can take many forms, including fostering collegiality, participating in the life of the university, assisting English language teacher education, contributing to curriculum review, participating actively in committee work, developing the capacity of external stakeholders on the behalf of AUAF, consulting and grant-writing for the university and service to the external community.

Skills and qualifications:

- MATESOL degree, or Master's degree and TESL certification.
- Significant teaching experience in western higher education and evidence of excellence in university teaching.
- Excellent oral and written English skills.
- Publications or other evidence of scholarship; evidence of professional engagement.
- Experience teaching in international, multicultural, developing and/or post-conflict settings preferred.
- Ability to work in a team.
- Experience with curriculum design and creating assessments.
- A strong sense of values and ethics, consistent with the mandate of the American University of Afghanistan.
- Demonstrated experience with a learning management system, Canvas preferred.
- Expertise in teaching oral skills preferred.
- An additional preferred qualification is experience teaching ESP.

Benefits and Environment

This is an exceptional opportunity to work at a recently formed university in an emerging and rapidly changing society.

The American University of Afghanistan offers a generous benefits package that includes a competitive salary, air transportation, university-provided accommodation, and paid international health care insurance for international employees.

International faculty and staff live and work on AUAF's 50-acre main campus or on the 5-acre campus across the street. The AUAF campuses utilize state-of-the art security

infrastructure and protocols and are protected by a large professional security corps. Transportation between the adjacent campuses or to approved locations and the airport is by armored, guarded vehicles.

To Apply

To apply, please send as a single PDF document: a cover letter, a curriculum vitae, a statement of teaching purpose, two recent teaching evaluations, and contact information for three referees to facultyjobs@auaf.edu.af. Your statement of teaching purpose should address your ability to teach in a multi-cultural/post-conflict setting and to create a collaborative and inclusive environment.

Please include “Academy” in the subject line of the email. We follow a strict non-discriminatory policy, and applicants from all ethnic, religious and economic background are encouraged to apply. Candidates from underrepresented groups within academe are particularly encouraged to apply.

If hired, the successful applicant is expected to provide official proof of academic degrees (transcripts sent from the degree granting school directly to AUAF).

For Additional Information

If you have questions about this position, contact Ms. Julie Doty, (jrdoty@auaf.edu.af), chair of the search committee. For more information about the university, visit our website at: <http://www.auaf.edu.af>.