Online Communication Master of Arts Grader
53863BR
Campus: Tempe
Instructional Spec Sr PRN

Job Description

Assists in the teaching of online Master’s Communication courses.

Job Family
Student Advancement

Department Name
Hugh Downs School Of Comm

Full-Time/Part-Time
PRN

VP Code
EXEC VP/PROVOST

Scope of Search
Open

Grant Funded Position
This is not a grant funded position and is not contingent on future grant funding.

Salary Range
$20.00 per hour

Close Date
08-August-2019

Category
02

Essential Duties

- Assists in teaching technical subject matter in online Master of Arts in Communication courses.
- Utilizes web-based learning technologies.
- Answers inquiries and provides information relating to course material.

Days and Schedule: This is a part-time position with hours as needed. Weekends and evenings may be required.
Minimum Qualifications

Bachelor's degree in a field appropriate to the area of assignment AND two years of instructional or subject work experience; OR, Six years of progressively responsible instructional or subject work experience; OR, Any equivalent combination of experience and/or education from which comparable knowledge, skills and abilities have been achieved.

Desired Qualifications

- Evidence of a Masters degree required in Human Communication or a related field.
- Demonstrated knowledge of teaching principles, practices and procedures specific to graduate Communication curricula.
- Knowledge of Blackboard and Canvas technologies.
- Evidence of both verbal and written communication skills.

Working Environment

- Regularly performs tasks in a standard office environment subject to extended periods of sitting
- Pushing/pulling/lifting up to 20 pounds
- Stands, bends, reaches and walks both short and extended distances
- Communicates to perform essential duties

Department Statement

The Hugh Downs School of Human Communication offers BA, BS, MA and PhD degrees. The undergraduate program currently has approximately 3,000 on-campus and online majors. The School is composed of approximately 24 distinguished interdisciplinary faculty recognized for teaching and research excellence in areas of Human Communication including: health communication, intercultural communication, interpersonal communication, organizational communication, performance studies, and rhetoric.

ASU Statement

Arizona State University is a new model for American higher education, an unprecedented combination of academic excellence, entrepreneurial energy and broad access. This New American University is a single, unified institution comprising four differentiated campuses positively impacting the economic, social, cultural and environmental health of the communities it serves. Its research is inspired by real world application blurring the boundaries that traditionally separate academic disciplines. ASU serves more than 90,000 students in metropolitan Phoenix, Arizona, the nation's fifth largest city. ASU champions intellectual and cultural diversity, and welcomes students from all fifty states and more than one hundred nations across the globe.

ASU is a tobacco-free university. For details visit www.asu.edu/tobaccofree
AmeriCorps, Peace Corps, and other national service alumni are encouraged to apply.

Arizona State University is a VEVRAA Federal Contractor and an Equal Opportunity/Affirmative Action Employer. All qualified applicants will be considered without regard to race, color, sex, religion, national origin, disability, protected veteran status, or any other basis protected by law.

**Employment Verification Statement**

ASU conducts pre-employment screening which may include verification of work history, academic credentials, licenses, and certifications.

**Background Check Statement**

ASU conducts pre-employment screening for all positions which includes a criminal background check, verification of work history, academic credentials, licenses, and certifications. Employment is contingent upon successful passing of the background check.

**Instructions to Apply**

Application deadline is 3:00PM Arizona time on the date indicated.

Please include all employment information in month/year format (e.g., 6/88 to 8/94), job title, job duties and name of employer for each position.

Resume should clearly illustrate how prior knowledge and experience meets the Minimum and Desired qualifications of this position.

ASU does not pay for travel expenses associated with interviews, unless otherwise indicated.

Only electronic applications are accepted for this position.