



CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
invites applications for the position of:

World Languages and Literatures Department Chair - Open Rank

SALARY: Depends on Qualifications

OPENING DATE: 07/16/19

CLOSING DATE: Continuous

OVERVIEW:

The Department of World Languages and Literatures at California State University, San Bernardino invites applications for the position of Department Chair. The appointment will be as a tenured Associate or Full Professor with a full-time, three-year appointment as Department Chair (subject to renewal) to begin August 1, 2020. The successful candidate will demonstrate a sustained record of scholarship, teaching excellence and professional service. This is an Open Rank position.

The successful candidate will have effective leadership, administrative, problem-solving, and people skills; have a commitment to maintaining a strong department; demonstrate excellence in teaching undergraduates and M.A. students; maintain a fair and encouraging environment for students, staff, and faculty, and represent the department within the university. The successful candidate is expected to be knowledgeable about current issues in language learning and the use of technology to support curricular innovations.

The Chair will work collaboratively with the faculty to provide leadership in executing a shared vision for the department and provide guidance in long-term planning for faculty professional involvement and development. The Chair will mentor faculty in effectively meeting their responsibilities in scholarship, teaching, and service, and work with the faculty to create course schedules that serve the needs of the students. The Chair will responsibly oversee the budget, support and encourage student success, create partnerships in the community and celebrate faculty, staff and student achievements.

The Department of World Languages and Literatures is a dynamic department with 12 full-time tenure track faculty and over 20 part-time instructors. We offer an M.A. degree in Spanish, B.A. degrees in Arabic, French, and Spanish, Minors in Spanish, French, Arabic, and Japanese, and numerous Certificate programs. We also offer courses in ASL (American Sign Language), Chinese, Korean, and Native American Languages (Serrano, Luiseño and Cahuilla).

California State University, San Bernardino (CSUSB) is located in San Bernardino in the Inland Empire, 60 miles east of Los Angeles and operates a satellite campus in Palm Desert located in Coachella Valley. CSUSB serves approximately 20,000 students, of which 81% are first-generation college students, and graduates about 5,000 students annually. As a designated Hispanic Serving Institution, CSUSB reflects the dynamic diversity of the region and has one of the most diverse student populations of any university in the Inland Empire and the second-highest Hispanic enrollment of all public universities in California. CSUSB employs 467 full-time faculty and offers 48 undergraduate, 35 graduate, and 1 doctoral degree programs and 14 academic programs with national accreditation.

At CSUSB, diversity, equity and inclusion are values central to our mission. We recognize that diversity and inclusion in all its forms are necessary for our institutional success. By fully leveraging our diverse experiences, backgrounds and insights, we inspire innovation, challenge the status quo and create better outcomes for our students and community. As part of CSUSB's commitment to hire, develop and retain a diverse faculty, we offer a variety of networking, mentoring and development programs for our junior faculty. We are committed to building and sustaining a CSUSB community that is supportive and inclusive of all individuals. Qualified applicants with experience in ethnically diverse settings and/or who demonstrate a commitment to serving diverse student populations are strongly encouraged to apply.

TYPICAL ACTIVITIES:

The successful candidate will provide responsible and professional leadership in managing the day-to-day operational needs of the department, including supervision of support staff, evaluating and mentoring faculty, fiscal management, course scheduling and allocating facilities and equipment for teaching, research and service activities, promoting the department and languages, and recruiting students. The Chair will serve on the Council of Chairs and work collaboratively with the Dean of the College of Arts and Letters and the other Chairs on campus. The Chair will represent the Department and maintain positive public relations with on and off-campus entities and demonstrate a broad array of experience, skills, and abilities.

Qualified candidates must demonstrate a commitment to excellence in teaching and mentoring a diverse student population and to working effectively with faculty, staff and students across a wide range of disciplines.

In addition, new faculty are encouraged to develop and participate in activities that support the University's strategic plan. This plan emphasizes: a) student success; b) faculty and staff success; c) stewarding resources; d) community engagement and partnerships; and, e) enhancing campus identity. CSUSB's Strategic Plan is available at <https://www.csusb.edu/strategic-plan>.

MINIMUM QUALIFICATIONS:

Ph.D. in Spanish is required by time of appointment. A demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation,

and ethnic backgrounds of university students, faculty and staff. Scholarly credentials warranting tenure as an Associate or Full Professor.

SUPPLEMENTAL INFORMATION:

To apply please submit the following required documents:

- 1) Curriculum Vitae
- 2) Letter of application that describes:
 - a. Academic administrative experience and philosophy
 - b. Teaching experience and philosophy
 - c. Research and/or scholarship record and future interests
- 3) Unofficial copies of all postsecondary degree transcripts (official transcripts will be required prior to appointment).
- 4) Reference list - names, telephone numbers, and email addresses of three referees whom we may contact to obtain letters of recommendation.
- 5) A Diversity Statement, which may include your interpretations of diversity, equity, and inclusion, and must include specific examples of how your background and your educational and/or professional experiences have prepared you for this role at California State University, San Bernardino (maximum 1,000 words).

California State University, San Bernardino is committed to improving our University's diversity with regard to race, sex, religion, sexual orientation, culture, and physical ability. Information regarding CSUSB's Department of World Languages and Literatures can be found at <https://cal.csusb.edu/world-languages-and-literatures>.

Formal review of applications will begin on October 15, 2019 and will continue until the position is filled.

If you are interested in this opportunity, we invite you to apply at <https://www.governmentjobs.com/careers/csusb/jobs/2509420>. Salary is commensurate with experience.

A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.

The person holding this position is considered a 'mandated reporter' under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

California State University, San Bernardino is an Affirmative Action/Equal Opportunity Employer. We consider qualified applicants for employment without regard to race, religion, color, national origin, ancestry, age, sex, gender, gender identity, gender expression, sexual orientation, genetic information, medical condition, disability, marital status, or protected veteran status. This position adheres to CSU policies against Sex Discrimination, Sexual Harassment, and Sexual Violence, including Domestic Violence, Dating Violence, and Stalking. This requires completion of Sexual Violence Prevention Training within 6 months of assuming employment and on a two-year basis thereafter. (Executive Order 1096 - Revised July 21, 2017)

This position may be "Designated" under California State University's Conflict of Interest Code. This would require the filing of a Statement of Economic Interest on an annual basis and the completion of training within 6 months of assuming office and every 2 years thereafter. Visit the Human Resources Conflict of Interest webpage link for additional information: <http://hrd.csusb.edu/conflictInterest.html>.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.csusb.edu>

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HRRrecruits@csusb.edu

Position #2020-AP245
WORLD LANGUAGES AND LITERATURES DEPARTMENT CHAIR - OPEN
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