Position Title: Adjunct Faculty  
Department: Mathematical Sciences  
Reports To: Dr. Sandra Rucker

The following statements are intended to describe the general nature and level of work to be performed and are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. All duties listed are essential functions for the position. It is understood that other related duties may be assigned.

**General Function (Description):**

We are seeking Adjunct Faculty for the Department of Mathematical Sciences at Clark Atlanta University. Adjunct faculty members function on a part-time basis. The primary function is to provide a quality education to all students. Responsibilities include teaching undergraduate (mostly, but not limited to, entry level) mathematics courses.

**Examples of Duties and Responsibilities:**

- Teaching undergraduate mathematics courses
- Providing assistance with student issues related to assigned courses

**Knowledge, Skills and Abilities:**

- A M.S. in mathematics is required; A Ph.D. in mathematics or a related field is preferred; A minimum of two years of university teaching experience is preferred; strong technology and communication skills are required; moderate understanding of current Mathematical software and websites is required;

**Minimum Hiring Standards:**

<table>
<thead>
<tr>
<th>Education</th>
<th>A M.S. degree in Mathematics is required. A Ph.D. in mathematics or a related field is preferred</th>
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<tbody>
<tr>
<td>Years of Experience</td>
<td>2 years of university teaching preferred</td>
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<tr>
<td>Years of Management/Supervisor Experience</td>
<td>NA</td>
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