



## CLARK ATLANTA UNIVERSITY

### Job Description

<b>Position Title:</b>	<b>Assistant Professor of History (Tenure Track)</b>
<b>Department:</b>	<b>African American Studies, Africana Women's Studies, &amp; History</b>
<b>Reports To:</b>	<b>Department Chair</b>

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):***

The Assistant Professor duties will include teaching undergraduate and graduate courses, thesis/dissertation advising, degree program advising, scholarly research and publication in peer-reviewed venues, and service to the department and campus.

Application materials must be submitted to [jobs@cau.edu](mailto:jobs@cau.edu) and include:

- CAU Employment Application (available online)
- Cover Letter
- CV
- Academic Writing Sample
- Research & Teaching Statements
- College/University Transcripts (unofficial acceptable)
- Name of Three References (willing to submit recommendations)

Review of applications begins January 21, 2022 and continues until the position is filled. Any questions may be directed to Dr. Eric D. Duke ([eduke@cau.edu](mailto:eduke@cau.edu)).

#### ***Examples of Duties and Responsibilities:***

The Assistant Professor duties will include teaching undergraduate and graduate courses, thesis/dissertation advising, degree program advising, scholarly research and publication in peer-reviewed venues, and service to the department and campus. Courses will include undergraduate and graduate History courses and may also include cross-listed courses in Africana Women's Studies or African American Studies, as qualifications allow. Student advising from university and department handbooks to ensure timely student movement through program and guidance to produce quality academic scholarship is required. Developing publication record and national reputation for quality scholarship is central to the position, as Clark Atlanta University is a research institution. Service to the Department, School of Arts and Sciences, and other areas of campus is expected.

#### ***Knowledge, Skills and Abilities:***

##### **Required:**

- Strong academic background and research record (or potential research record) focused on Black Women's History in Africa or the African Diaspora (including African American, Caribbean, or Afro-Latin American History)
- Interest in interdisciplinary teaching and research, including a willingness to actively participate in the History and Africana Women's Studies graduate programs
- University-level undergraduate teaching experience
- Commitment to advising graduate student theses and dissertations
- Ability to work collegially and professionally with colleagues

**Preferred/Desired:**

- Interest in Public History and/or Digital Humanities
- Grant/fellowship writing experience
- Active participation in national professional organizations

***Minimum Hiring Standards:***

<b>Education</b>	Ph.D. in History
<b>Years of Experience</b>	
<b>Years of Management/Supervisor Experience</b>	

*Clark Atlanta University is an Equal Opportunity/Affirmative Action Employer*