Position Title: Instructor
Department: Chemical Engineering
Location: Colburn Lab
Title of Supervisor: Chairman

CONTEXT OF THE JOB:

Under the direction of the Chairperson with assistance from the Associate Chair for Undergraduate Studies, this non-tenure track position will have primary responsibility for the instruction and academic advising of the CHEG Freshman class. This person will also have responsibility for the administration, technical operation and safety of the undergraduate laboratories, will participate in the teaching of laboratory content, and may be called upon to provide teaching in various advanced undergraduate courses as it is related to process engineering. This person will also be expected to provide CHEG-related examples for use in supporting courses in mathematics, computer science, and/or materials science and engineering as needed.

MAJOR RESPONSIBILITIES:
Coordinate and teach the FYE course (currently EGGG101)
Coordinate Freshman Advising with Associate Chair for Undergraduate Studies and the Academic Support Specialist
Assist with Freshman recruitment and orientation
Co-teach CHEG112
Administer, maintain, and teach in Junior and Senior Laboratories
Assist with preparation for ABET and with other UG documentation
Serve on CHEG Undergraduate Studies Committee and the Safety and Facilities Committee
Assist with education of students in using engineering software packages: e.g. ASPEN and MatLab

QUALIFICATIONS:
Advanced degree in Chemical Engineering (or allied field) or bachelors degree from accredited program + significant professional experience.
Candidate should have significant teaching experience with teaching portfolio or other supporting evidence.
Candidate is expected to learn or be familiar with ASPEN and MatLab.