

**RE-ADVERTISED**

**POSITION ANNOUNCEMENT**

**POSITION:** Writing Across the Curriculum Coordinator (2 positions)  
**JOB CODE:** **BCAT:** 500X00  
**DEPARTMENT:** Quality Enhancement Plan (Academic Affairs)  
**SALARY RANGE:** Commensurate with qualifications and experience  
(Sponsored funds)  
**APPLICATION DEADLINE:** January 28, 2009 or until the position is filled

**QUALIFICATIONS:**

Doctorate degree in English with specialization in rhetoric & composition is required; have knowledge of learning theories, writing research and evaluation methods; experience in developing and evaluating materials of both print and electronic media; and preferably possess experience working in a Writing Across the Curriculum or a Writing Within Discipline program.

**ILLUSTRATIVE EXAMPLES OF WORK:**

- Assists faculty in designing and implementing writing intensive courses
- Designs and conducts faculty workshops and seminars each semester, including inviting writing consultants
- Trains and supervises writing resource specialists
- Develops assessment instruments as needed for the writing curriculum
- Recruits, trains, and oversees writing resource personnel, as needed
- Collects data and provides reports on Writing Resource Room activities
- Performs other duties as assigned.

**APPLICATION REQUIREMENTS:**

Current federal law requires identification and eligibility verification prior to employment. Only U.S. citizens and aliens authorized to work in the United States may be employed. In the event a degree is required, official transcripts will be necessary upon employment. Interested candidates should submit an application and resume:

**Human Resources Management  
Albany State University  
504 College Drive  
Albany, GA 31705**

**DD:** 1/14/09