

NOTICE
NOTE TO PROSPECTIVE APPLICANTS

Thank you for your interest in employment at Montana State University Billings! We welcome your application materials and appreciate your desire to work at MSU Billings.

The screening committee will begin its review of all applications after the review date listed on the vacancy announcement. Once the screening committee has completed its review of the applications, a list of finalists will be identified and invited for phone or personal interview. The review process takes a minimum of one week after the posted review date. Applicants who are not selected for an interview will be notified in writing once the recruitment process has concluded.

We recommend that you make and keep a copy of all materials you submit in the application process, as we are not able to return them to you nor will we be able to make a copy for you at a later date.

Persons with disabilities can request accommodations in the hiring and employment processes by contacting Human Resources at (406) 657-2278.

Please contact us if you have questions about our recruitment/screening process. Thanks again for your interest!



POSITION: **ASSISTANT PROFESSOR - PSYCHOLOGY**
Search # 1263DEC
Full-time, Tenure-Track Faculty Position

DEPARTMENT: **Psychology Department**
College of Arts and Sciences

SALARY: Dependent upon education and experience and subject to the
Collective Bargaining Agreement

DATE TO START: August, 2012

BARGAINING UNIT: MSU Billings Faculty Association

Montana State University Billings is the third largest University in Montana and is located in Montana's largest city. The Senior campus, College of Technology and Downtown campus together are home to approximately 5,500 students. The University has five colleges, which offer a wide variety of degree programs to its students. Montana State University Billings employs approximately 500 employees, who together work hard to create an outstanding University.

DESCRIPTION: The faculty member hired for this position will teach Developmental Psychology as well as courses such as Introductory Psychology, Psychological Statistics, Research Methods, Learning and Aging. The candidate will be expected to maintain an active research program involving undergraduate and Master's level students. The successful candidate

will be able to demonstrate excellence in teaching and scholarly potential, willingness to develop and teach appropriate online courses and to participate in curriculum development. In addition, this position will include student recruitment and advisement and department and campus committee participation. The candidate is expected to share the University commitment to outcomes assessment and continuous quality improvement.

REQUIRED QUALIFICATIONS:

- Ph.D. degree or evidence of advanced ABD
- Demonstrated experience with and capable of teaching beginning through advanced Psychology courses
- Demonstrated evidence of teaching experience
- Willingness to develop and teach on-line classes
- Commitment to develop strong research program

PREFERRED QUALIFICATIONS:

- Demonstrated teaching experience beyond assistantship level

REVIEW DATE: Applications received by **January 15, 2012**, will be given preference review; however, the position is open until filled.

APPLY: Submit: (1) a **Cover Letter** addressing the above qualifications/skills; (2) **Curriculum Vita**; (3) **Copies of Graduate Transcripts**; (4) **List of three Professional References** (including names, addresses and phone numbers; (5) **Provision of Statement of Educational Philosophy**; and (6) the **Authorization for Background Check Form** to:

Human Resources Office/EEO-AA Office
Montana State University-Billings
1500 University Drive
Billings, MT 59101-0298
Phone: (406) 657-2278; FAX: (406) 657-2120
<http://www.msubillings.edu>
employment@msubillings.edu

Criminal Background Investigation is required prior to Offer of Employment. (In accordance with University policy, finalists for this position will be subject to criminal background investigations.)

In accordance with *The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, the **MSU Billings Crime Statistics of Specified Crimes** is available for applicant review online at <http://www.msubillings.edu/security>, or can be accessed in the Human Resources Office, McMullen Hall, Rm 310.

MONTANA STATE UNIVERSITY BILLINGS IS AN ADA/AA/EEO EMPLOYER. Qualified women, persons from minority groups, persons with disabilities, and persons with eligible veteran status are encouraged to apply. Contact Human Resources Office, MSU Billings, for more information regarding preference or accommodation (406)657-2278/TTY).