



## **FACULTY – COMPUTER SOFTWARE DEVELOPMENT FULL-TIME FACULTY POSITION**

### **JOB DESCRIPTION:**

The BS in Computer Software Development at Villa Maria College is a competitive, hands-on, and demanding program that recruits highly-talented and committed students. The 9:1 student to faculty ratio enables instructors to have a meaningful impact on the professional development of each and every student. The curriculum is multi-language and spans a number of emerging fields within software development. Villa Maria is currently building out a Computer Software Development lab as well as a new Game Design lab, and in addition to program languages, students will have the opportunity to work with game engines, Unity and Unreal. Cross-program collaboration is strongly encouraged. Villa's Computer Software Development students will have an opportunity to collaborate with students from Villa's Game Design program in their senior year to put together a game from start to finish.

### **ESSENTIAL RESPONSIBILITIES:**

- Teach a minimum of 24 credit hour equivalences per year.
- Provide student-centered instruction in all courses.
- Provide direction and climate for effective learning.
- Design means of evaluating and improving the teaching/learning process in the classroom.
- Pursue professional development and growth.
- Review and develop curricula.
- Serve as academic advisor to students.
- Participate in program assessment activities.
- Participate in program and College accreditation activities.
- Submit required reports to appropriate offices.
- Attend scheduled program meetings and maintain regular office hours.
- Develop plans for the use of equipment, instructional aids and supplies.
- Assist in the development of grant materials relevant to the faculty member's role and duties at the College.
- Assist in the preparation of program and recruitment materials and participate in recruitment activities.
- Participate in program advisory council activities and meetings.
- Review and update specific program library holdings.
- Assist the Department Chairperson in carrying out program administrative duties, including program course scheduling; interviewing and hiring part-time faculty members; preparing and monitoring program budgets, conducting program reviews, and others.
- Serve on committees of the College.
- Assist and participate in any other activities related to the respective program;
- Assist the Department Chairperson in assessing the effectiveness of the program.
- Support the mission and objectives of the College.
- Participate in College functions.

- Assume other work-related responsibilities as assigned by the Department Chair, the Vice President for Academic Affairs, or the President or his/her designee as needed to meet the needs of the College mission.

**ESSENTIAL QUALIFICATIONS:**

- M.S. in Computer Science or related degree required; Ph.D. preferred.
- Preference given to candidates with teaching experience.
- Game Design Industry experience a plus.

**WORK ENVIRONMENT**

General classroom environment requires employees to consistently use manual dexterity in reaching, writing, navigating around the classroom. This work may include hours standing and walking, including up and down stairs, moving items of up to 25-pounds. Evening and weekend hours may be needed, on occasion, to perform work associated with this position.

**APPLICATION MATERIALS**

Applicants should include 1) cover letter; 2) curriculum vitae/resume; 3) statement of teaching philosophy; and 4) minimum of two reference letters.

*The above statements are intended to describe the general nature and level of the work being performed by people assigned to this work. This is not an exhaustive list of all duties and responsibilities. Villa Maria College management reserves the right to amend and change responsibilities to meet business and organizational needs as necessary. Villa Maria College is an equal Opportunity Employer.*

**To be considered, please submit your resume and complete the online job application at** [Jobs.villa.edu](http://Jobs.villa.edu). When you have completed the on-line application process your information will be forwarded to the Search Committee for review. The Search Committee will carefully review each resume and the strongest, most qualified candidates will be contacted for an interview.

*Villa Maria College is an equal opportunity employer and does not discriminate on the basis of age, race, religion or creed, color, sex, national or ethnic origin, marital status, or physical or mental disability in admissions, employment, or in any other aspect regarding the conduct of College programs and activities.*